



**И. Н. Айнутдинова**

# **GRAMMAR TIME**

**for law students**

**with short comments,  
training exercises, tests and much more**

*Под общей редакцией доктора  
филологических наук, профессора  
Г.А. Багаутдиновой*

Учебное пособие  
по английскому языку для студентов  
юридических факультетов вузов

часть II

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GRAMMAR TIME for law students (часть II) является продолжением серии пособий по грамматике английского языка, состоящей из 4-х частей, для студентов юридических факультетов высшей профессиональной школы. Пособие по грамматике английского языка для студентов юридических специальностей содержит разделы грамматики, необходимые для развития навыков и умений по дисциплине «Иностранный язык» для неязыковых вузов; содержит краткие теоретические материалы (комментарии и инструкции), комплекс упражнений для аудиторной и самостоятельной работы, а также дополнительные разделы по развитию коммуникативных навыков владения иностранным языком в соответствии с образовательными стандартами, установленными для неязыковых вузов РФ, и в соответствии с современной европейской классификацией языковой компетенции по ЯМО (языкам мирового общения).

Пособие может использоваться для повторения, закрепления и совершенствования грамматических знаний и навыков широким кругом лиц, изучающих английский язык; для занятий со студентами юридических факультетов вузов, а также и как образовательный ресурс при обучении студентов, получающих дополнительную квалификацию «Переводчик в сфере профессиональной коммуникации».

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## Introduction: How to Learn Grammar?

*From the author*

Based on <http://esl.fis.edu/learners/advice/>



*Grammar is an aspect of language about which learners normally have different opinions. Some learners are very interested in finding out or learning grammar rules and doing lots of grammar exercises. Others hate grammar and think it is the most boring part of learning a new language.*

Whatever opinion you have, however, you cannot escape from grammar; it is in every sentence you read or write, speak or hear. Grammar is simply the word for the rules that people follow when they use a language. We need those rules in the same way as we need the rules in a game. If there are no rules, or if everybody follows their own rules, the game would soon break down. It's the same with language; without rules we would not be able to communicate with other people.

*What you can do:*

- Be aware of grammar. Think about grammar. Notice the aspects of English grammar that are the same as or very similar to those in your language. Notice also the way that English expresses an idea differently to how it is done in your language. If you notice grammar similarities and differences, you will probably learn the rules more quickly.
- Read a lot of English books – this may sound strange but in fact all the time you are reading or listening to English, you are taking in models of correct grammar that will help you in your own writing and speaking. It will help you when you express your ideas and come to check your work.
- Concentrate on the aspects of grammar you personally find most difficult. Particularly in your writing you can focus on these aspects for special care and attention when editing your work. It is more difficult in speaking, of course, but even here you can sometimes take a fraction more time to try and get that particular element right.
- If you don't like to do grammar exercises or to be taught grammar, then follow the advice in the paragraphs above. Try to work out the patterns and rules of the language for yourself.
- If you do like to do grammar exercises, then go ahead. If you decide to do grammar exercises, try to go beyond just filling in gaps or doing multi-choice answers. Write out some sentences of your own that follow the same rule that you are practicing.
- Learn the common irregular verbs. If you can use these verbs automatically, it will give you more time to concentrate on other aspects of what you want to say. They are easy to learn if you say them to yourself many times.
- Also – get used to thousands of grammar pages on the web!

## YOUR SECOND TERM ACADEMIC GRAMMAR SYLLABUS

### I. Communicative Grammar

#### 1. Nouns

- Countable and uncountable nouns
- Quantifiers of countable and uncountable nouns. Quantity expressions

#### 2. Pronouns

- Personal Pronouns
- Subjective/ Objective Personal Pronouns
- Possessive Personal Pronouns
- Demonstrative Pronouns
- Interrogative Pronouns
- Identifying Relative Pronouns
- Indefinite Pronouns
- Reflexive Pronouns
- Intensive Pronouns



#### 3. Comparatives and superlatives

- Comparative and superlative forms of one syllable – and two-syllable adjectives ending in –y
- Comparative and superlative forms of two-syllable and longer adjectives
- Irregular comparative and superlative forms
- Ways of making comparisons

#### 4. Tense forms (active and passive)

- Present perfect
- Present perfect / Past simple
- Past perfect
- Past perfect / Present perfect/ Past Simple
- Future perfect
- Present perfect continuous
- Present perfect continuous/ Present perfect
- Past perfect continuous
- Past perfect continuous/ Past perfect
- Future perfect continuous

### II. Lexicology and Phraseology

#### Common Collocations and Phrasal verbs

- With verbs feel/ know/ look/ change/ like/ get/ have / work/ go/ make/ say and tell/ think/ do/ etc.
- With nouns and pronouns day/ place/ time/ something, etc.
- With preposition by, etc.



## Your Grammar Knowledge Criteria

Your grammatical awareness of English as of the learners of English as a foreign language could be evaluated both in receptive and productive levels according to the following criteria:

1. Your level of knowledge and ability to interpret different data connected with grammar;
2. Your ability to prove the validity of the data, which is truly exercised if:
  - You are able to appropriately select and correctly judge the ungrammatical or syntactically ill-formed sentences or other phenomena;
  - You are able to appropriately select and correctly judge the grammatical or syntactically correct sentences or other grammatical phenomena.
3. Your ability to analyze the data, which is truly exercised if:
  - You show the grammatically correct or syntactically well-formed use of English;
  - The problem is pointed and corrected via your own judgments and/or with the help of reference books/ or your tutor's instructions/ or any sufficient Internet resources and by using appropriate terminology;
  - You are able to find the underlying reasons for the uses of grammatical structures and discuss them and then edit them and comment on them to prove them with possible underlying reasons;
  - You are able to enhance your knowledge from a holistic perspective.
4. Your ability to use your English grammar knowledge while presenting the outputs in written and oral forms.
5. Your ability to use your English grammar knowledge along with the avoidance of spelling mistakes in the papers or pronunciation errors in oral speech.
6. Your ability to use your English grammar knowledge to follow all the instructions given so as to show a well-organized style of education.
7. Your ability to use your English grammar knowledge so as to cope with all exercises, tests (self-assessment; your teacher's; your final) and evaluation papers presented in this educational resource.

With the reference to the above mentioned you may score as much as:

<b>Nº</b>	<b>THE CRITERION</b>	<b>POINTS/100</b>	<b>TOTAL</b>
1	Knowledge and ability to interpret data	10	10x1=10
2	Knowledge and ability to correctly judge	10	10x1=10
3	The analysis of the data	10	10x1=10
4	The ability to use your English grammar	10	10x1=10
5	Spelling/ pronunciation/ well-organized model	10	10x1=10
6	Exercises/ Self-assessment tests	TE-2; SA-2	10x2+5x2=30
7	Teacher's/ Final Test	TA-3; FT-5	5x3+5x1=20



## Grammar Rules: Nouns and Quantifiers

### Nouns

A *noun* is the name of a person, place, thing, or idea. Whatever exists can be named, and that name is a noun. Here are some examples:

PERSON: man, woman, teacher, lawyer, barrister, John, Mary, etc.

PLACE: home, office, courtroom, countryside, America, the USA, etc.

THING: table, car, law, document, petition, love, approval, enthusiasm, etc.

### Nouns are classified as:

– Count nouns name anything that can be counted; they usually have a singular and plural form; "a" or "an" can come before count nouns; we can use "How many" with count nouns. E.g.: four books, two continents; you can put, e.g., a few rules, a dozen documents; E.g.: How many articles are there in the code of law?

– Mass nouns (or non-count nouns) name something that can't be counted; they do not usually have a plural form; "some" can be put before non-count nouns; we can use "How much" with non-count nouns: E.g.: some water, air, energy, blood, information; E.g.: How much traffic is there in San Francisco?

– Collective nouns can take a singular form but are composed of more than one individual person or items, e.g., jury, team, class, committee, etc.

We should note that some words can be either a count noun or a non-count noun depending on how they're being used in a sentence, for example:

We had many exciting <i>experiences</i> in college. <b>C</b>	<i>Experience</i> is the best teacher.
He had many <i>troubles</i> . <b>C</b>	He got into <i>trouble</i> .

### Quantifiers with countable and uncountable nouns

**Quantifier** is a word or phrase which is used before a noun to indicate the amount or quantity. We use quantifiers when we want to give someone information about the number of something. Quantifiers answer the following two main questions: **How much?** and **How many?**

<i>Only with uncountable nouns</i>	<i>With uncountable and countable nouns</i>	<i>Only with countable nouns</i>
<b>How much?</b>	<b>How much? or How many?</b>	<b>How many?</b>
a little	no/none	a few
a bit (of)	not any	a number (of)
–	some (any)	several

a great deal of	a lot of	a large number of
a large amount of	plenty of	a great number of
–	lots of	–

Quantifier	It expresses	C	NC	P	N	Q
A lot of	a large quantity of something	+	+	+	+	+
Lots of	a large quantity of something	+	+	+	+	+
Much	a large quantity of something	–	+	–	+	+
Many	a large quantity of something	+	–	–	+	+
Few	a small quantity	+	–			
Little	a small quantity	–	+	–	+	–
A few	a small quantity	+	–	+		
A little	a small quantity	–	+	+	–	–
Some	unknown quantity (pl)	+	+	+	–	–
Several	an indefinite small number	+	–			
Both	two considered together	+	–			
Any	one, some, every, all	+	+	–	+	+
Not any	none from the whole	+	+			
No	almost complete zero quantity of	+	+			
(The) most	the greatest in number	+	+	+	+	+
All	the greatest possible, whole	+	+	+	+	+
None	almost complete zero quantity of	+	+			
Enough	as much as is necessary	+	+			
Fewer	a smaller number of	+	–			
A couple of	more than one but small in number	+	–			
Each	every one considered individually	+	–			
Every	each and all of the whole	+	–	+	+	+
Less	not as great in amount or degree	–	+			
A number of	quantity of equal or similar units	+	–			
Plenty of	a great number, amount, quantity	+	+			
One, two, etc.	number or a numeral	+	–	+	+	+
Whole	including all without exception	–	+	+	+	+
Entire	the full quantity/ extent; complete	–	+	+	+	+

\*Countable (C); non-counts (NC); positive (P); negative (N); question (Q)

### Container, Piece, and Measurement Words

Many things that you can buy in a supermarket are non-count i.e. soap, cereal, butter, beef, ice, etc. However, we often want to talk about certain quantities of these things and we divide them into units that can be counted.

Container words: a can of, a box of, a bowl of; a glass of soda water, etc.

Piece words: a piece of, a slice of, a bar of; a slice of pizza, etc.

Measurement words: a quart of, a liter of; two quarts of milk, etc.





## Your Training Exercises



**Exercise A:** Fill in the gaps with one of the following quantifiers from the box of words to complete the following sentences:

### Quantifiers:

*much – many – a lot of – most – a little – little – a few – few – more – fewer*

1. It seems to me that we haven't had \_\_\_<sup>1</sup> evidences to regard him guilty.
2. How \_\_\_<sup>2</sup> material can be expected to be read by your lawyer in one week?
3. I've unfortunately had \_\_\_<sup>3</sup> headaches because of a persistent stress.
4. We do not have \_\_\_<sup>4</sup> books on criminology in the local library, so we'd better search for all required information in the Internet.
5. Your speech sounds just awful this time. There are too \_\_\_<sup>5</sup> inconsistencies and \_\_\_<sup>6</sup> logic.
6. I didn't use \_\_\_<sup>7</sup> of my arguments during our last meeting, and that has made a difference.
7. Also, I've paid very \_\_\_<sup>8</sup> attention to how we could cope with the case.
8. According to the government's statistics, \_\_\_<sup>9</sup> time and money is spent on education, \_\_\_<sup>10</sup> on health services but the \_\_\_<sup>11</sup> is spent on defense.
9. \_\_\_<sup>12</sup> people die young now from aggravated violence than in the nineteenth century.
10. \_\_\_<sup>13</sup> people visited him in the hospital due to the doctor's notice.
11. Scientists have \_\_\_<sup>14</sup> hope of finding a complete cure for cancer before 2025.
12. He will be definitely having \_\_\_<sup>15</sup> of trouble passing his driving test.
13. \_\_\_<sup>16</sup> people know as much about computers as Mr. Thomas does.
14. The driver is suspected in driving under the influence (DUI), though he normally doesn't drink \_\_\_<sup>17</sup> alcohol.
15. They have very \_\_\_<sup>18</sup> knowledge about politics, so we can't rely on their opinion.
16. There was an explosion at the factory and \_\_\_<sup>19</sup> people were injured.
17. Did you have any trouble with customs? Rather \_\_\_<sup>20</sup>.
18. He knows \_\_\_<sup>21</sup> English. He knows enough English to manage our overseas office.
19. There is \_\_\_<sup>22</sup> hope of finding your wallet.
20. I have \_\_\_<sup>23</sup> time to answer your questions.



**Exercise B:** Some of these sentences with quantifiers (some, few, many, much, etc.) are correct, but some aren't. Your job is to find the correct and false ones. Put tick to confirm your answer:

1. How *many* news do you have of the accident?

True \_\_\_\_\_ False \_\_\_\_\_

2. She has had to make *any* very difficult decisions.

True \_\_\_\_\_ False \_\_\_\_\_

3. We need to take *a lot of* factors into account in our decision-making.

True \_\_\_\_\_ False \_\_\_\_\_

4. There is *a lot of* candidates for the primary elections in this country.

True \_\_\_\_\_ False \_\_\_\_\_

5. Is there *any* scientific evidence that a person's character is reflected in his/her handwriting? True \_\_\_\_\_ False \_\_\_\_\_

6. *Anyone* here knows *nothing!!!*

True \_\_\_\_\_ False \_\_\_\_\_

7. The government has said that it will not be intimidated by *some* terrorist threats. True \_\_\_\_\_ False \_\_\_\_\_

8. The police have found *any* evidence of a terrorist link with the murder.

True \_\_\_\_\_ False \_\_\_\_\_

9. Are there *any* physical exhibits to present before the jury trial?

True \_\_\_\_\_ False \_\_\_\_\_

10. I need *much* information to make a decision shortly.

True \_\_\_\_\_ False \_\_\_\_\_

11. I don't want to do *anything* tonight, I am completely exhausted!

True \_\_\_\_\_ False \_\_\_\_\_

12. How *much* time do we need to resolve our dispute?

True \_\_\_\_\_ False \_\_\_\_\_

13. There isn't *much* evidences of the crime left at the scene.

True \_\_\_\_\_ False \_\_\_\_\_

14. Have you got *some* accomplices of a crime?

True \_\_\_\_\_ False \_\_\_\_\_

15. There are *a few* witnesses expecting the testimony.

True \_\_\_\_\_ False \_\_\_\_\_

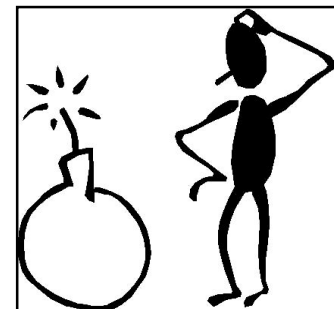
16. I don't have *any* patience and I find the boring.

True \_\_\_\_\_ False \_\_\_\_\_

17. I don't need *some* advice from you. You don't understand the problem!

True \_\_\_\_\_ False \_\_\_\_\_

TRUE FALSE





**Exercise C:** Form common collocations between the partitives on the left and the nouns on the right. Also choose the category the particular partitive belongs to; mark it by the relevant number:



Partitives are words which refer to the selection of a part/ quantity (whole) out of a group/ amount – e.g., a piece of, a bit of, some of, a lot of, all of, a loaf of, a slice of, many of, a packet of, etc.

**Categories of partitives:** **1** – specific items/ amounts; **2** – containers; **3** – games; **4** – measures; **5** – types/ species; **6** – abstract nouns; **7** – pairs

Partitives	Nouns	Collocation	Category
1) a bar of	a) knowledge	.....	.....
2) a game of	b) gold	.....	.....
3) a gallon of	c) bread	.....	.....
4) a cube of	d) paper	.....	.....
5) a bit of	e) paste	.....	.....
6) a pair of	f) billiards	.....	.....
7) a loaf of	g) water	.....	.....
8) a pint of	h) truth	.....	.....
9) a species of	i) glasses	.....	.....
10) a piece of	j) chocolate	.....	.....
11) a grain of	k) oil	.....	.....
12) a tube of	l) fruit	.....	.....
13) a sheet of	m) medicine	.....	.....
14) a bottle of	n) fish	.....	.....
15) an ounce of	o) petrol	.....	.....
16) a wink of	p) light	.....	.....
17) a basket of	q) language	.....	.....
18) a spoonful of	r) beer	.....	.....
19) a packet of	s) sleep	.....	.....
20) a jug of	t) wine	.....	.....
21) a box of	u) ice	.....	.....
22) a vase of	v) chalk	.....	.....
23) a drop of	w) advice	.....	.....
24) a flash of	x) cigarettes	.....	.....
25) a piece of	y) matches	.....	.....
26) a variety of	z) flowers	.....	.....



**Exercise D:** Examine the sentences given below. Underline all determiners you'll find and mark their grammatical form by letter:



• Determiners are words that we put before nouns or noun phrases to make them clear as to what they mean. Determiners could be either specific or general. The specific (definite) determiners are:

1) *the definite article*: the; 2) *possessives*: my, your, his, her, its; our, their, whose; 3) *demonstratives*: this, that, these, those; 4) *interrogatives*: which, whose, etc. The general (indefinite) determiners are: a; an; any; another; other; what, etc.

• All determiners in English perform the grammatical function of determinative. There are six grammatical forms to perform such function: 1) Articles; 2) Possessive determiners; 3) Demonstrative determiners; 4) Interrogative determiners; 5) Numerals; 6) Quantifiers

**Determiners:** 1 – Articles (**A**); 2 – Possessive determiners (**PD**); 3 – Demonstrative determiners (**DD**); 4 – Interrogative determiners (**ID**); 5 – Numerals (**N**); 6 – Quantifiers (**Q**)

1. The lawyer had two clients, both of whom were complaining of their consumers` right violation.
2. A police officer, prior to his assignment to the detective bureau, may not have received any formal training in interrogation.
3. A crime is a serious offence; one example of dangerous acts is murder.
4. The police whose duty is to question any witnesses as soon as possible after a crime, accident or other event will immediately do so.
5. You should remember this rule that every country requires a variety of documentation that will prove each person`s identification or ID.
6. Some people do not think that the police should have access to your personal information, while some of them think it would help to prevent all these crime and illegal immigration.
7. Some thieves make a profession out of stealing wallets, purses, or personal mail in order to sell any stolen identities to a variety of criminals or hundreds of illegal immigrants.
8. As a police officer you have one of the most important jobs in the world: to serve and protect those people who need it.
9. A person who commits homicide spends the rest of his/ her entire life in prison with no chance of going back into society.
10. A young offender who is waiting to go to court will remain in his home.



**Exercise E:** Fill in the gaps with the appropriate multiple-choice option among the quantifiers to complete the given sentences:

1. How \_\_\_<sup>1</sup> money did they steal?  
**a) a little; b) few; c) much; d) many**
2. On Sundays there is not \_\_\_<sup>2</sup> traffic along this road.  
**a) many; b) much; c) few; d) several**
3. In \_\_\_<sup>3</sup> business matter, it can be helpful to have a legal contract to finalize decisions or transactions.  
**a) some; b) any; c) few; d) many**
4. \_\_\_<sup>4</sup> colleges have their own admissions policy.  
**a) some; b) most; c) few; d) many**
5. Here's \_\_\_<sup>5</sup> news you might be interested in.  
**a) a little; b) any; c) some; d) most**
6. With \_\_\_<sup>6</sup> special legal training she could do very well.  
**a) a little; b) any; c) a few; d) most**
7. We've got \_\_\_<sup>7</sup> of time before we need to leave for the airport.  
**a) a little; b) plenty; c) any; d) most**
8. \_\_\_<sup>8</sup> of the companies supports a local charity.  
**a) every; b) any; c) more; d) each**
9. The problem with \_\_\_<sup>9</sup> of these proposals is that they are hopelessly impractical. **a) every; b) any; c) both; d) many**
10. With a full license you are allowed to drive \_\_\_<sup>10</sup> car.  
**a) every; b) any; c) both; d) many**
11. They know \_\_\_<sup>11</sup> English so they can't get around very well.  
**a) little; b) a little; c) much; d) many**
12. We have to telephone \_\_\_<sup>12</sup> person in this list to organize the meeting.  
**a) every; b) any; c) each; d) many**
13. \_\_\_<sup>13</sup> people buy flats in the centre of Madrid now since they are too expensive. **a) many; b) few; c) a few; d) fewer**
14. I think you pay very \_\_\_<sup>14</sup> attention to my explanations.  
**a) little; b) a little; c) much; d) many**
15. \_\_\_<sup>15</sup> electrical equipment should be checked carefully in order to avoid damages. **a) every; b) all; c) many; d) each**
16. Look at the sky, there is \_\_\_<sup>16</sup> hope for bright and sunny weather tomorrow. **a) little; b) a little; c) much; d) many**
17. I'm glad so many people have passed the test. In fact, there were \_\_\_<sup>17</sup> who haven't. **a) a few; b) few; c) much; d) many**



**Exercise F:** Examine the text about *the European Court of Justice*. Fill in the gaps with the words from the box below to complete the sentences. Decide whether all these words are determiners or not? Mark the determiners as – True (T) and other words as – False (F):

number of matters of any other most any panels of	part of each all five subject of thirteen	questions of those decisions of other only facts of	all no seven one question of eight	both subject of three whole matters of each
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The European Court of Justice or the Court of Justice) is the highest court in the European Union in \_\_\_<sup>1</sup> (...) European Union law. As a \_\_\_<sup>2</sup> (...) the Court of Justice of the European Union institution it is tasked with interpreting EU law and ensuring its equal application across \_\_\_<sup>3</sup> (...) EU member states. The Court was established in 1952 and is based in Luxembourg. It was established with \_\_\_<sup>4</sup> (...) judges, allowing \_\_\_<sup>5</sup> (...) representation of \_\_\_<sup>6</sup> (...) of the six member States and being an unequal \_\_\_<sup>7</sup> (...) judges in case of a tie. When the Maastricht Treaty was ratified in 1993, and created the European Union, the name of the Court did not change unlike the \_\_\_<sup>8</sup> (...) institutions. The court is composed now of \_\_\_<sup>9</sup> (...) judge per member state – currently 27 – although it normally hears cases in \_\_\_<sup>10</sup> (...) three, five or \_\_\_<sup>11</sup> (...) judges. The ECJ is the highest court of the European Union in \_\_\_<sup>12</sup> (...) Community law, but not national law. It is not possible to appeal the \_\_\_<sup>13</sup> (...) national courts to the ECJ, but rather national courts refer \_\_\_<sup>14</sup> (...) EU law to the ECJ. However, it is ultimately for the national court to apply the resulting interpretation to the \_\_\_<sup>15</sup> (...) \_\_\_<sup>16</sup> (...) given case. Although, \_\_\_<sup>17</sup> (...) courts of final appeal are bound to refer a \_\_\_<sup>18</sup> (...) EU law when one is addressed. The treaties give the ECJ the power to consistent application of the \_\_\_<sup>19</sup> (...) EU law across the EU. The court also acts as arbiter between \_\_\_<sup>20</sup> (...) of the EU's institutions and can annul the latter's legal rights if it acts outside its powers. The President of the Court of Justice is elected from and by the judges for a renewable term of \_\_\_<sup>21</sup> (...) years. The Court can sit in a plenary session, as a Grand Chamber of 13 judges. Plenary sitting are now very rare, and the

court mostly sits in chambers of three or \_\_\_<sup>22</sup> (...) judges. The court acts as a collegial body: decisions are \_\_\_<sup>23</sup> (...) of the court rather than of individual judges; \_\_\_<sup>24</sup> (...) minority opinions are given and indeed the \_\_\_<sup>25</sup> (...) a majority decision rather than unanimity is never suggested. The Court of Justice consists of 27 Judges who are assisted by \_\_\_<sup>26</sup> (...) Advocates-General. In practice, \_\_\_<sup>27</sup> (...) member state nominates a judge whose nomination is then ratified by \_\_\_<sup>28</sup> (...) the other member states. The ECJ has been the \_\_\_<sup>29</sup> (...) more empirical, social science research than \_\_\_<sup>30</sup> (...) international court.



**Exercise G:** Revise your grammar: *Countable and Uncountable nouns*. Some statements given below are correct, but others are not. Find the mistakes, edit the incorrect sentences and give your reason:

1. Dr. Winder's knowledge of common law and civil law are very rich and extensive. \_\_\_\_\_
2. I have read two recent articles investigating the issue of social security and its effects on government expenditure. \_\_\_\_\_
3. Many advices can be sought from the careers and counseling unit in the main building. \_\_\_\_\_
4. The police is looking for larger premises to build the new headquarters. \_\_\_\_\_
5. Language is more than a mean of communication. \_\_\_\_\_
6. The government are prepared to invest more on promoting tourism as a way to revive the economy. \_\_\_\_\_
7. We need to do more researches to find out the causes of the problem. \_\_\_\_\_
8. The public are increasingly concerned about the behaviors of some university students. \_\_\_\_\_
9. We can only resolve the conflict by mean of negotiating with patience and sincerity. \_\_\_\_\_
10. The forthcoming book by Professor Coleman contains many useful ideas for law students and practicing lawyers alike. \_\_\_\_\_
11. Data from our study provide a firm basis to evaluate the effectiveness of the current policy. \_\_\_\_\_
12. The newly employed marketing manager has much experience in both the public and private sectors. \_\_\_\_\_
13. I had an unpleasant experience last term when I worked with two irresponsible classmates on a group project. \_\_\_\_\_



## It is interesting to know

Based on Gary Slapper, <http://business.timesonline.co.uk>

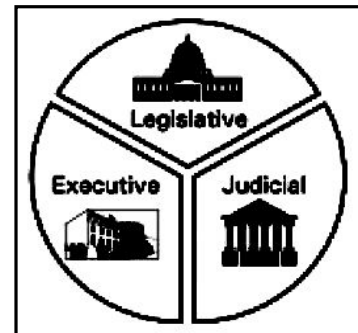


### Ten key legal principles

*The law is governed by thousands of principles. Some apply only within a narrow field, while others are hardly used. Some are of profound importance*

**1. Parliamentary sovereignty:** The highest power in British democracy is that of the electorate – expressed through its representatives in Parliament. This is the supreme (or "sovereign") power. Legislation can be used to make any imaginable law. In 1917 Lord Justice Scrutton contemplated that a statute could make "two plus two equal to five". Some economists, though, have been doing that for a while.

**2. The separation of powers:** Rooted in ideas of Aristotle, and popularized by the French writer Montesquieu, this precept notes that there are three types of governmental function: legislative, executive and judicial. If more than one of those is given to one person or agency, it is a threat to the freedom of citizens. Not rigidly applicable in the UK as, for example, the law lords are judicial, but they sometimes "legislate" new law in their decisions.



**3. The rule of law:** This is a defining characteristic of civilized democracies. Famously articulated by the Victorian jurist A. V. Dicey, the principle means that everyone, however powerful, must obey the democratically passed law, and no one is above the law. The rules are more important than important people. We are ruled by the rules, not by the rulers.



**4. Discharging the standard of proof:** For criminal and civil court cases to succeed, those bringing them must prove them to a required standard. In criminal cases, for a conviction, the prosecution must prove its case "beyond reasonable doubt". In civil cases, the party bringing the action must prove its case "on the balance of probabilities"; in other words that it is more likely than not.

**5. Ignorance of the law is no excuse:** If you break the law, you can't



escape the consequences by saying you were unaware of it. Mr. Justice Talfourd said in 1850: "The rule is not that a man is always presumed to know the law, but that no man shall be excused for an unlawful act from his ignorance of the law". Chief Justice Abbott, however, cautiously noted: "God forbid it should be imagined that an attorney, or a counsel, or even a judge is bound to know all the law".



**6. Better that ten guilty men go free than that one innocent person is convicted:** Encapsulated by Sir William Blackstone (1769) as: "Better that ten guilty persons escape than that one innocent suffer". The horror of an innocent person condemned to suffer as guilty is notorious. King Alfred is reported to have hanged a judge who executed a defendant when the jurors were doubtful about their verdict, "for in cases of doubt one should rather save than condemn".

**7. Proportionality:** A key principle of European and human rights jurisprudence demands that a law should be proportionate to what needs to be done by it. So, in 2005, the European Court of Human Rights ruled that legislation that indiscriminately banned every UK prisoner from voting was a disproportionate measure because it brought that extra punishment on all prisoners irrespective of their crime.

**8. Justice must be seen to be done:** Nothing to do with people watching cases from the public galleries. It means that if anything even looks as if it might compromise justice it is unacceptable. If a judge had some shares in a company that would be affected by a judgment he gave, his decision would be invalidated because it might look suspicious, even if he had forgotten about his shares.

**9. Independence of the judiciary:** Public confidence in the judiciary requires that judges decide cases according to law and not according to bribery, threats or political pressure. Various rules promote free and fearless judging — judicial salaries are not annually approved by Parliament; judges cannot be sued for any judicial utterances or sacked for their judicial rulings.

**10. Law should not be retrospective:** It is unfair to make a law today that applies to the past. Statutes are presumed to apply only prospectively. There are exceptions. The War Damage Act 1965 was passed to apply backwards and stop the Government having to pay compensation for damage resulting from military orders in 1942.





**Exercise H:** Fill in the gaps with the appropriate quantifiers from the box of words below to complete the given sentences:

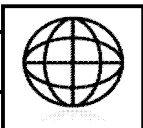
no	any	any	its	no	some	any
these	three	any	no	any	all	any
some	other	three	any	those	any	its

Parliamentary sovereignty (also called the sovereignty of parliament, parliamentary supremacy, or legislative supremacy) is a concept in the constitutional law of \_\_\_<sup>1</sup> parliamentary democracies. Under parliamentary sovereignty, a legislative body has absolute sovereignty, meaning it is supreme to \_\_\_<sup>2</sup> other government institutions (including \_\_\_<sup>3</sup> executive or judicial bodies as they may exist). Furthermore, it implies that the legislative body may change or repeal \_\_\_<sup>4</sup> prior legislative acts. Parliamentary sovereignty contrasts with \_\_\_<sup>5</sup> notions of judicial review, where a court may overturn legislation deemed unconstitutional. Specific instances of parliamentary sovereignty exist in Finland, Israel, the United Kingdom, New Zealand, Jamaica, Papua New Guinea, the Solomon Islands, and \_\_\_<sup>6</sup> nations. In recent years \_\_\_<sup>7</sup> judges and scholars in Britain and New Zealand have questioned the traditional view that parliament is sovereign. Others, however, have rejected \_\_\_<sup>8</sup> arguments. Parliament means, in the mouth of a lawyer The King, the House of Lords, and the House of Commons: these \_\_\_<sup>9</sup> bodies acting together may be aptly described as the "King in Parliament", and constitute Parliament. The principle of Parliamentary sovereignty means under the English constitution, the right to make or unmake \_\_\_<sup>10</sup> law whatever: and, further, that \_\_\_<sup>11</sup> person or body is recognized by the law of England as having a right to override or set aside the legislation of Parliament. The doctrine of parliamentary supremacy may be summarized in \_\_\_<sup>12</sup> points. Parliament can make laws concerning \_\_\_<sup>13</sup> matters. \_\_\_<sup>14</sup> Parliament can bind a future parliament, i.e., it cannot pass \_\_\_<sup>15</sup> law that cannot be changed or reversed by a future Parliament. \_\_\_<sup>16</sup> valid Act of Parliament cannot be questioned by \_\_\_<sup>17</sup> court, since Parliament is the supreme lawmaker. However, Parliament may theoretically withdraw from commitments it has made or repeal \_\_\_<sup>18</sup> of the constraints it has imposed on \_\_\_<sup>19</sup> ability to legislate. It can be argued that legal sovereignty has been lost as EU law is now supreme in the UK, but Parliament still retains a degree of political sovereignty in that it represents \_\_\_<sup>20</sup> electorate; however "absolute parliamentary sovereignty \_\_\_<sup>21</sup> longer exists in Britain".



## Have Fun! Lawyer Jokes!

An old priest lay dying in the hospital. For years, he had faithfully served the people of the nation's capital in Washington D.C. He motioned for his nurse to come near. "Yes, Father?" said the nurse. "I would really like to see the President and the Vice President before I die," whispered the priest. "I'll see what I can do, Father" replied the nurse. The nurse sent the request to the White House and the Senate. Soon the word arrived: "Both politicians would be delighted to visit the priest and wondered why the old priest wanted to see them". When the politicians arrived at the priest's room, the old priest offered his right hand to President and his left to the Vice President. Each of the politicians gladly took the priest's hands. The Media recorded the entire event. Afterwards, there was silence and a look of serenity on the old priest's face. Finally, the Vice President spoke. "Father, of all the people you could have chosen, why did you choose us to be with you as you near the end?" The old priest slowly replied, "I have always tried to pattern my life after Christ." "Amen" said the President. "Amen" said the Vice President. The old priest continued... "He died between two lying thieves. I would like to do the same."

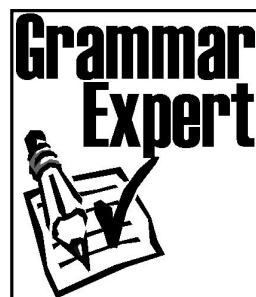


## It is interesting to know

From Noel Botham, The Book of Useless Information, <http://www.bukisa.com>

### Fun And Useless English Language Facts That Have Got Nothing To Do With Your Grammar

1. The word *set* has the most number of definitions among all the English language words in existence.
2. The longest words without vowels are *rhythm* and *syzygy* (=the alignment of 3 celestial bodies, i.e. the moon, the earth and the sun).
3. The one-syllable word in the English language which is the longest is "screached" (= a high-pitched sound or cry).
4. R, S, T, L, N and E are the most common letters used in English.
5. E – is the most while Q – is the least used letters of the English alphabet.
6. "Town" is the oldest word in the English language.
7. "Uncopyrightable" is the only word in the English language that doesn't repeat any letter and is 15 letters long.
8. "Angry" and "hungry" are the only two meaningful words that end with "-gry".
9. "Bookkeeper" is the only word which has 3 consecutive double letters.



10. There are 6 words in English which have the letter combination *uu*. They are: 1) muumuu (= a long loose-fitting dress); 2) vacuum (= an absence of matter); 3) continuum (= a continuous series); 4) duumvirate (= an alliance btw 2 equally powerful leaders); 5) duumvir (= a rule by two people); 6) residuum (= remainder).



11. Ten (10) body parts which have only three letters are: eye, ear, leg, arm, jaw, gum, toe, lip, hip and rib.

12. The two words which have vowels appearing in the correct order are "facetious" (= jocular or amusing) and "arsenious" (= of or containing arsenic, i.e. a highly poisonous metallic element).

13. The shortest complete sentence in the English language is – "I am".

14. The word "four" is the only number which has the same number of letters as its value.

15. There are no words that rhyme with *month*, *orange*, *silver* and *purple*.

16. *Quisling* (= a traitor/ collaborator) is the only word to begin with *quis*.

17. The longest word that you can type using only the left hand is "stewardesses".

18. To use every letter of the English alphabet, you have to write the following sentence: "The quick brown fox jumps over the lazy dog".

19. The following letters are germ (= bacterium/virus) spreaders as the sound of them can make you spit (= expel). They are: "f", "p", "t", "d", "s".

20. The longest word that you can *type using alternate hands* is *skepticisms* (= doubting).

21. "W" is the only letter which doesn't have one syllable. It has three.

22. *The longest English word* is 1909 long and it refers to a part of DNA.

23. The old English word for "sneeze" is "*fneosam*".

24. Only 4 words end in *-dous* and they are: *tremendous* (= enormous); *horrendous* (= fearful); *stupendous* (= huge), and *hazardous* (= risky).

25. There are only 3 *world capitals* that begin with the letter O in English: Ottawa (Canada); Oslo (Norway) and Ouagadougou (Burkina Faso).

26. There was *no punctuation* in English language until the 15th century.

27. The most difficult tongue-twister is: *The sixth sick sheik's sixth sheep's sick*.

28. *Polish* is the only word in the English language which when capitalized change from being a verb to becoming a nationality.

29. In England, in the 1880s, *pants* was a dirty word.

30. German is considered to be the sister language of English.



## **Pronouns**

Pronouns are small words that take the place of a noun. Pronoun is a pro-form that substitutes for a noun, noun phrase or another pronoun, i.e., for the name of a certain object or a person. The replaced noun is called *the antecedent* of the pronoun. We use pronouns to make our sentences less cumbersome and less repetitive.

### **Types of Pronouns**

Grammarians classify pronouns into several types:

#### **1. Personal Pronoun**

refers to a specific person or thing and changes its form to indicate: 1) *person* (First Person, Second Person, Third Person); 2) *number* (singular or plural); 3) *gender* (grammatical gender: masculine, feminine, neuter; and natural gender: usually based on a word's biology); 4) *case* (Subject Case, Object Case, and Possessive Case).

#### **2. Subjective Personal Pronoun**

indicates that the pronoun is acting as the subject of the sentence and performs the action of the verb. E.g.: *I, you, she, he, it, we, you, they*.

#### **3. Objective Personal Pronoun**

indicates that the pronoun is acting as an object of a verb, compound verb, preposition, or infinitive phrase. E.g.: *me, you, her, him, it, us, you, them*.

#### **4. Possessive Personal Pronoun**

indicates that the pronoun is acting as a marker of possession and defines who owns a particular object or person. E.g.: *mine, yours, hers, his, its, ours, theirs*. Possessive personal pronouns are very similar to possessive adjectives like *my, her, and their*.

#### **5. Demonstrative Pronoun**

points to and identifies a noun or a pronoun. E.g.: *this, that, these, those*.

#### **6. Interrogative Pronoun**

is used to ask questions – E.g.: *who, whom, which, what* and the compounds formed with the suffix *ever* – E.g.: *whoever, whomever, whichever, whatever*

#### **7. Indefinite Pronoun**

refers to an identifiable but not specified person or thing. An indefinite pronoun conveys the idea of *all, any, none, or some*.

### 8. Reflexive Pronoun

refers back to the subject of the clause or sentence. E.g.: *myself, yourself, herself, himself, itself, ourselves, yourselves, themselves*. Each of these can also act as *an intensive pronoun*.

### 9. Intensive Pronoun

uses the reflexive form directly after the noun it is referring to, in order to make the noun stronger. E.g.: *herself, himself, itself, myself, ourselves, themselves, yourselves*. Each can also act as *a reflective pronoun*.

### 10. Reciprocal Pronoun

is used when each of two or more subjects is acting in the same way towards the other. E.g.: *each other; one another, etc.*

### 11. Relative Pronoun

introduces a relative clause or part of a sentence, that describes a noun. It is called a relative pronoun because it relates to the word that it modifies. There are *five* relative pronouns: *who, whom, whose, which, and that*.

### 12. Distributive pronoun

considers members of a group separately, rather than collectively. E.g.: *all, every, everybody, everyone, everything, each, both, either, another, other, both, either, another, other*.

## Classification of Pronouns

Types of Pronouns	Examples
Personal	I, me, you, he, him, she, her, it, we, us, they, them
Subjective Personal	I, you, she, he, it, we, you, they
Objective Personal	Me, you, her, him, it, us, you, them
Possessive Personal	Mine, yours, his, hers, ours, theirs
Demonstrative	This, that, these, those
Interrogative	Who, whom, what, which, whose
Indefinite	All, any, none, some, etc.
Reflexive	Herself, himself, itself, myself, ourselves, themselves, yourself, yourselves
Intensive	Herself, himself, itself, myself, ourselves, themselves, yourself, yourselves
Reciprocal	Each other, one another
Relative	Who, whom, whose, which, that
Distributive	All, every, everybody, everyone, everything, each, both, either, another, other



## Your Training Exercises



**Exercise A:** Identify pronoun(s) in the sentences and underline it (them). Explain the type and form of the identified pronouns:

1. Due to budget cuts, none of the usual financial aid is available. \_\_\_\_\_

2. Successful lawyers will shepardize all cases cited in a memo and they will also avoid quoting from their head notes. \_\_\_\_\_

3. If you make a mistake, correct yourself, since going on as if it did not happen is actually less respectful than making the correction. \_\_\_\_\_

4. The judge told the lawyer to file her amended complaint within five days of his ruling. \_\_\_\_\_

5. A landowner should know that children are likely to trespass on land that contains a visible swimming pool.

6. A lot of the money offered as a reward for turning in the hit-and-run driver have been collected, but none has been rewarded yet. \_\_\_\_\_

7. The candidate who wins the greatest popular vote is not always elected. \_\_\_\_\_

8. All drivers are required by law to have at least minimal auto insurance coverage and some are better than none. \_\_\_\_\_

9. The Prime Minister himself said that he would lower taxes. \_\_\_\_\_

10. The Titanic was a great ship but she sank on her first voyage. \_\_\_\_\_

11. Many believe that such an ethical understanding is essential for the survival of humanity. \_\_\_\_\_

12. Both teams played hard against each other. \_\_\_\_\_

13. The judge asked him and me several questions so as to clarify the issue. \_\_\_\_\_

14. The vast majority of laws apply to persons of all kinds, and most words used to designate a person who has a particular legal status are not concerned with the characteristics of sex or artificiality. \_\_\_\_\_

15. We'll process your application within 30 days of receiving it. \_\_\_\_\_

16. You must provide copies of your tax returns. \_\_\_\_\_

17. Whatever did he say to make her cry like that? \_\_\_\_\_

18. This is unbelievable! \_\_\_\_\_

19. Why do you blame yourself? \_\_\_\_\_

20. The gangsters were fighting one another. \_\_\_\_\_





**Exercise B:** Recognize all pronouns in the text and underline them.  
Explain the category and form the recognized pronouns belong to:

*Based on Peter Tiersma, The Creation, Structure, and Interpretation of the Legal Text,  
<http://www.languageandlaw.org>*

**What is a legal text?**

A legal text is something very different from an ordinary speech. This is especially true of authoritative legal texts, those that create, modify, or



terminate the rights and obligations of individuals or institutions. Such texts are called written performatives and lawyers often refer to them as operative or dispositive. Authoritative legal texts come in a variety of genres and they include documents such as: constitutions, contracts, deeds, orders, judgments, decrees, pleadings, statutes, and

wills. Each genre of legal text tends to have its own stereotypical format and is generally written in legal language (or "legalese"), and usually contains one or more legal speech acts that are meant to carry out its intended functions. Thus, a contract almost always contains one or more promises, a will contains verbs that transfer property at death, and a deed transfers property during the lifetime of its maker. Legal language, broadly construed as the language of the legal profession, has been the object of numerous studies, many of which advocate reforming it to make it more understandable to the ordinary citizens whose lives and fortunes may be affected by it. Perhaps the closest analogy to legal texts is religious texts like the Bible. For many believers, the Bible is not just a record of the relationship between God and his people, or inspirational writings by saintly people. Rather, they view it as an authoritative text that contains the words of God himself. Though the words were drafted by mere mortals like Moses and St. Paul, it is God who speaks through the text. This is quite parallel to legal texts, like statutes and wills, which are drafted by clerks or lawyers, but are deemed to be the authoritative expression of the legislature or testator in whose name they were written. This tends to promote a very literal interpretation, as well as strong prohibitions against adding to or subtracting from the text.

**Some Key Terms to Remember:**

<b>Authoritative</b> – official and reliable	<b>Performative</b> – an utterance
<b>Dispositive</b> – validating a legal case	<b>Record</b> – a report/ account
<b>Legalese</b> – vocabulary of the law	<b>Terminate</b> – to be the end of
<b>Literal interpretation</b> – word for word	<b>Testator</b> – one who makes a will
<b>Modify</b> – to change/ alter	<b>Transfer</b> – a change of ownership

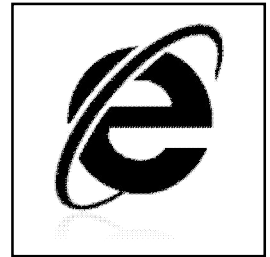




**Exercise C:** Examine the text about *Law and Internet* and fill in the gaps with the appropriate pronouns from the box of words below:

which	those	it	anyone	another
they	it	they	which	same
them	it	such	this	it
this	this	it	each	it
which	who	it	this	it

Internet is a place where much information is exchanged; hence, \_\_\_<sup>1</sup> is easy for the criminals to hack that information. Personal and payment information are often given to the online websites when a purchase as \_\_\_<sup>2</sup> is made. Computer hackers try to get this information so that \_\_\_<sup>3</sup> can utilize \_\_\_<sup>4</sup> in various illegal ways. \_\_\_<sup>5</sup> can be used to get bragging rights or for selling \_\_\_<sup>6</sup> in the black market. Another important internet crime is the child pornography \_\_\_<sup>7</sup> is growing at a rapid pace now. There are several laws to control the internet crimes and according to \_\_\_<sup>8</sup> the internet criminals are punished with fines and jail imprisonment. Internet Safety laws are followed in 19 different US states so as \_\_\_<sup>9</sup> secure their people against the cyber-crimes. The first internet safety law was "The Communications Decency Act" \_\_\_<sup>10</sup> was passed in 1996 by the Congress. But in 1998 \_\_\_<sup>11</sup> was declared as unconstitutional by the Supreme Court. The second internet safety law was passed in 1998 \_\_\_<sup>12</sup> was called the "The Child Online Protection Act". \_\_\_<sup>13</sup> was also declared as unconstitutional in 2004. "The Child's Internet Protection Act" was passed in 2000 and \_\_\_<sup>14</sup> is still considered as a valid law. The law "Protect Our Children Act" was passed on by President Bush in 2008 and \_\_\_<sup>15</sup> is one of the strongest laws in the recent days. \_\_\_<sup>16</sup> is meant to secure any kind of child exploitation both offline and online. Internet Copyright laws are almost similar to \_\_\_<sup>17</sup> regarded as the normal copyright laws of books, music and art. In 1989, "The Berne Copyright Convention" was passed in order to secure the internet's intellectual properties and \_\_\_<sup>18</sup> is followed all over the world now. \_\_\_<sup>19</sup> is a civil law and hence \_\_\_<sup>20</sup> \_\_\_<sup>21</sup> violates \_\_\_<sup>22</sup> can be prosecuted in a civil court. To boost this law \_\_\_<sup>23</sup>, called "The Digital Millennium Copyright Act", was also passed in 1998. The California penal Code in its Section 502 declares any activities of destroying the computer data, copying or modifying the \_\_\_<sup>24</sup>, unauthorized uses of computer services, unauthorized access of computer data and sending viruses as cyber crime activities. \_\_\_<sup>25</sup> is punishable under the US law.





**Exercise D:** Select one answer from the multiple choice options provided after each sentence. Put tick to confirm your answer. Give your explanation on the usage of the pronouns you have chosen:

1. He was so worried about \_\_\_<sup>1</sup> he should ask to testify in a trial, that he ended up not asking anyone. **a) who** \_\_\_; **b) whom** \_\_\_
2. No one on this country seems to know \_\_\_<sup>2</sup> Consumer Protection Rights. **a) their** \_\_\_; **b) his or her** \_\_\_
3. The voters have chosen \_\_\_ and \_\_\_<sup>3</sup> to be their representatives. **a) she ... he** \_\_\_; **b) her ... him** \_\_\_
4. I don't want anybody but \_\_\_<sup>4</sup> working on this project. **a) she** \_\_\_; **b) her** \_\_\_
5. A young person in that all-computerized society should have no fears about \_\_\_<sup>5</sup> future. **a) his** \_\_\_; **b) their** \_\_\_
6. Consumer is defined as \_\_\_<sup>6</sup> who acquires goods or services for direct use or ownership rather than for resale or use in production and manufacturing. **a) someone** \_\_\_; **b) anyone** \_\_\_
7. We can start the meeting because \_\_\_<sup>7</sup> has arrived. **a) somebody** \_\_\_; **b) everybody** \_\_\_
8. According to the court report the ten convicts were all blaming \_\_\_<sup>8</sup> during the recent hearing of their violent robbery case. **a) each other** \_\_\_; **b) one another** \_\_\_
9. Consumer interests can be protected by promoting competition in the markets \_\_\_<sup>9</sup> directly and indirectly serve consumers, consistent with economic efficiency. **a) who** \_\_\_; **b) which** \_\_\_
10. At the hearing, the clerk of the court will call both parties into the room and ask \_\_\_<sup>10</sup> to put their case to the judge. **a) every** \_\_\_; **b) each** \_\_\_
11. At some stage in our lives, most of us will find \_\_\_<sup>11</sup> with a complaint about unsatisfactory goods or services. **a) ourselves** \_\_\_; **b) yourselves** \_\_\_
12. At common law, robbery is defined as taking the property of \_\_\_<sup>12</sup>, with the intent to permanently deprive the person of that property, by means of force or fear. **a) other** \_\_\_; **b) another** \_\_\_
13. When the committee submitted \_\_\_<sup>13</sup> four versions of the document, it was clear to us that the committee members had acted as individuals, not as a group. **a) its** \_\_\_; **b) their** \_\_\_
14. \_\_\_<sup>14</sup> voters must learn to vote in our own self interest. **a) we** \_\_\_; **b) us** \_\_\_



**Ex. E:** Read comments on collective pronouns` usage. Examine all the sentences given below and choose what the collective pronouns may refer to: a group or individuals? Confirm your choice by a tick:



When a pronoun refers to a collective noun, the pronoun must represent whether the people in the collective noun are individuals or a group (unit).

- Collective nouns performing one action as a unit take singular verbs and pair with singular pronouns.
- Possessive pronouns referring to collective nouns are singular if the item possessed belongs to the entire group.
- If the members of the group are acting as individuals, drop the collective noun. Possessive pronouns referring to the members of the group are plural.
- Body parts always belong to individuals, not to groups.

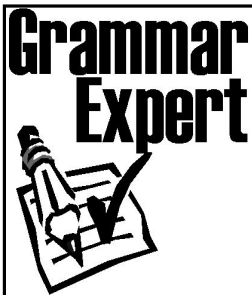
<b>№</b>	<b>Sentences</b>	<b>Group</b>	<b>Individuals</b>
1	The committee is holding its first meeting.	.....	.....
2	The majority of our voting machines are broken.	.....	.....
3	The jury has been unable to return its verdict.	.....	.....
4	The committee have been arguing all morning.	.....	.....
5	The television company has lost a large part of its audience since it changed its programming.	.....	.....
6	The government is expected to announce its tax proposals today.	.....	.....
7	The crew are preparing to dock the ship.	.....	.....
8	Everyone was happy to donate some of his or her money.	.....	.....
9	The United Nations told China that they didn't understand the issue.	.....	.....
10	The court decided the prisoner's fate when they reached their decision.	.....	.....
11	A good jury take their job very seriously.	.....	.....
12	The police are currently providing their investigation of fraud allegations against him.	.....	.....
13	Police state is a country in which the government uses its police to severely limit people's freedom.	.....	.....
14	The association is billing its members in July rather than in December.	.....	.....
15	The construction company failed to fulfill its contract obligations.	.....	.....



## It is interesting to know

From <http://www.writingcentre.uottawa.ca/hypergrammar/pronref.html>

### Some Pronouns Rules



1. Pronouns usually refer to other words, called their *antecedents* because they come before the pronoun.
2. A pronoun's antecedent may be either a noun or another pronoun, but in either case, it must be clear *what the antecedent is* so as to avoid any possible confusion.
3. A pronoun should have only one possible antecedent.
4. A pronoun must agree with its antecedent *in person* (1st, 2d, 3d), *number* (singular or plural), and *gender*.
5. A pronoun should refer to a specific rather than to an implicit antecedent, i.e. a pronoun should not refer to an implied idea.
6. A pronoun should not refer to adjectives or possessive nouns/ pronouns.
7. A pronoun should not refer to a title.
8. Use "it," "they," and "you" carefully – these constructions are useful for conversation as they allow to present ideas casually, without evidence; for academic writing, however, these constructions are too imprecise or wordy.
9. Use "it" consistently within a sentence. There are three common uses of the pronoun "it": 1) as an idiom; 2) to postpone the subject; and as a personal pronoun. You may use all of these in academic writing, but to avoid awkwardness, you should not use more than one within one sentence.
10. Use "who," "which," and "that" carefully. According to modern formal writing standard, the pronoun "who" – usually refers to people and to animals that have names; "which" – to animals and things; and "that" – to animals and things; and to persons when they are collective or anonymous.



## Have Fun! Lawyer Jokes!

• **Teacher:** Maria please point to America on the map. **Maria:** This is it.  
**Teacher:** Well done. Now, class, who found America? **Class:** Maria did.

• **A:** Doctor, will I be able to play the piano after the operation? **B:** Yes, of course. Certainly you will! **A:** Great! I never could before!

• **The First 3 Years of Marriage:**

1) In the first year of marriage, the man speaks and the woman listens; 2) In the second year, the woman speaks and the man listens; 3) In the third year, they both speak and the neighbors listen.



**Exercise F:** Learn to avoid *Sexist Language*: Read the comments; then examine the sentences to your left. Rewrite them using the instructions given to your right to eliminate any traces of sexism:



• Sexist language is a language which unnecessarily emphasizes gender, offends either gender, or excludes women. It used to be acceptable to use *masculine words* as the default when talking

about *all people generally*. However, with the feminist movement came new ideas on language usage, called *gender-inclusive language* and *male pronouns*, for example, could be used now only in relation to *males*.

• Lawyers should avoid sexist language and that could be achieved through treating all people on an equal basis. When referring to humans in general, or to a group which includes both females and males, the following methods can be used to avoid the exclusive use of "he":

- 1) "she and he", "he and she", "she/he" or "s/he" can be used;
- 2) you may change the personal pronoun to the plural form;
- 3) you may change your sentence into the passive form;
- 4) you may use indefinite pronouns and articles;
- 5) you may re-phrase sayings and expressions in gender-neutral terms;
- 6) you may avoid the marital status of women in terms of address;
- 7) you may avoid sex-labeled job titles;
- 8) you may avoid making stereotyped, biased assumptions about people;
- 9) you may avoid trivializing and demeaning the contribution of women;
- 10) you may change the word order when listing pairs of nouns and pronouns, do not put the *male* before the *female*, etc.

<b>№</b>	<b>Sexist language sentence</b>	<b>What to do?</b>
1	That car is hard to start but just give her a shove and she's up and running.	Eliminate personification of inanimate objects
2	The chairman handed out his notes of the last meeting.	Choose nonsexist labels for occupations
3	Teacher must not be late for her classes.	Do not support sexist assumptions about jobs
4	The journalist must be accurate when he reports his interviews.	Replace male pronoun with combination <i>he or she</i>
5	The department chair must submit his budget by March 1st.	Use articles instead of personal pronouns
6	As someone grows older, he grows more reflective.	Use <i>one, you, we</i> instead of indefinite pronouns

7	Students are different: one may be assertive in his interpersonal relations, while another may be timid in his approach to the world.	Use 'he or she, 'his or her' sparingly, in conjunction with other methods
8	Dear Gentlemen (to an unknown person), I am writing this letter to confirm...	Do not presume that people are male until proven otherwise
9	When a reporter covers a controversial story, he has a responsibility to present both sides of the issue.	Use plural nouns and pronouns
10	Settlers moved west taking their wives and children with them.	Avoid any trivializing/demeaning contribution of women by rewording
11	If a customer has a complaint, send him to the service desk.	Use passive voice for some verbs to avoid the use of male pronouns
12	Contact Dr. Barry or his secretary, Jane	Avoid the use of overly-familiar terms of address
13	Lecturers and their wives are invited to attend the party in Snow Hill City Hall, Saturday, 4 p.m.	Avoid making stereotyped, inaccurate assumptions about people
14	Stewardess is expected to show her devotion by working long hours, while her boss must be committed to the well-being of his company.	Avoid a tendency to associate certain jobs with men or women
15	We want to hire the best men we can get for the job.	Choose nonsexist labels for occupations
16	Women have got her long hair and short sense	Avoid prejudice towards women; be more inclusive
17	He who follows his wife's advice will never see the face of god.	<i>See above</i>
18	The lecturer will display his timetable on his office door	Change to the plural form to avoid sexism
19	If the writer plans ahead, he will save a lot of effort.	Use <i>who</i> for <i>he</i>
20	Consider what the ordinary (common) man thinks about justice.	Use the plural noun to avoid the generic <i>he</i>
21	We are all descendants of Adam and Eve	Change the word order
22	Reason is what distinguishes man from other animals.	Substitute male noun by other word/ phrase



**Exercise G:** Learn to avoid *Sexist Language*: Look for the neutral or sexist words omitted here for educational purposes. Words on your left can be substituted by those on your right and vice versa:

<b>№</b>	<b>Sexist word</b>	<b>Neutral word</b>
1	businessman	.....
2	clergyman	.....
3	.....	fire-fighter
4	.....	ancestors
5	laymen	.....
6	mankind	.....
7	.....	artificial, manufactured, synthetic
8	.....	personnel, staff
9	Miss, Mrs.	.....
10	spokesman	.....
11	the office girl	.....
12	.....	work skill
13	congressman	.....
14	foremen	.....
15	chairman	.....
16	.....	photographer
17	.....	craft artists
18	.....	police officer
19	repairmen	.....
20	salesman	.....
21	.....	sports enthusiasts
22	.....	political leaders
23	watchmen	.....
24	weatherman	.....
25	.....	spouses
26	.....	flight attendant
27	laundrywomen	.....
28	.....	parenthood
29	traffic in women	.....
30	.....	mail carrier, letter carrier
31	cleaning women	.....
32	male chauvinist pig	.....
33	women libbers	.....



### The Top 25 Grammatical Terms

**1. Active Voice** – the verb form in which the subject of the sentence performs or causes the action expressed by the verb. Contrast with Passive Voice.

**2. Adjective** – the part of speech (or word class) that modifies a noun or a pronoun or a noun phrase.

**3. Adverb** – the part of speech that modifies a verb, adjective, or other adverb.

**4. An article** – is a limiting word, not descriptive, which cannot be used alone, but always joins to a substantive word to denote a particular thing, or a group or class of things, or any individual of a group or class.

**5. Clause** – is a group of words that contains a subject and a predicate. A clause may be either a sentence (independent clause) or a sentence-like construction included within another sentence (dependent clause).

**6. Complex Sentence** – a sentence that contains at least one independent clause and one dependent clause.

**7. Compound Sentence** – a sentence that contains at least two independent clauses, often joined by a conjunction.

**8. Conjunction** – is the part of speech that serves to connect words, phrases, clauses, or sentences.

**9. Declarative Sentence** – is a sentence that makes a statement.

**10. Dependent Clause** (a subordinate clause) – is a group of words that begins with a relative pronoun or a subordinating conjunction. A dependent clause has both a subject and a verb but (unlike an independent clause) cannot stand alone as a sentence.

**11. Direct Object** – is a noun or pronoun that receives the action of a transitive verb.

**12. Exclamatory Sentence** – is a sentence that expresses strong feelings by making an exclamation.

**13. Imperative Sentence** – is a sentence that gives advice or instructions or that expresses a request or a command.

**14. Independent Clause** – is a group of words made up of a subject and a predicate. An independent clause (unlike a dependent clause) can stand alone as a sentence.



<b>15. Indirect Object</b> – is a noun or pronoun that indicates to whom or for whom the action of a verb in a sentence is performed.
<b>16. Interrogative Sentence</b> – is a sentence that asks a question.
<b>17. Noun</b> – the part of speech that is used to name a person, place, thing, quality, or action and can function as the subject or object of a verb, the object of a preposition, or an appositive.
<b>18. Passive Voice</b> – is a verb form in which the grammatical subject receives the verb's action. Contrast with active voice.
<b>19. Predicate</b> – is one of the two main parts of a sentence or clause, modifying the subject and including the verb, objects, or phrases governed by the verb.
<b>20. Prepositional Phrase</b> – is a group of words made up of a preposition, its object, and any of the object's modifiers.
<b>21. Pronoun</b> – is a word that takes the place of a noun.
<b>22. Sentence</b> – is a word or (more commonly) a group of words that expresses a complete idea. Conventionally, a sentence includes a subject and a verb. It begins with a capital letter and concludes with a mark of end punctuation.
<b>23. Subject</b> – is the part of a sentence that indicates what it is about.
<b>24. Tense</b> – is the time of a verb's action or state of being, such as past, present, and future.
<b>25. Verb</b> – is the part of speech that describes an action or occurrence or indicates a state of being.



### Have Fun! Lawyer Jokes!

Martin was an English teacher in a language school. After working at his current school for six months, he decided it was time to find a better job with a higher salary. In his final week at the school, he told Carla, one of his favorite one-to-one students. "I'm afraid that next term I won't be teaching in this school any more, Carla. I'm moving to another city". "I'm



really sorry about that, Mr. Martin. I wish you weren't going" – Carla replied. "Well, thank you, Carla! It's very kind of you to say so". "The new teacher won't be as good as you are. I'm sure the lessons won't be as good as yours" – said the student. "That's so nice of you!" – said Marin, flattered. "Yes", – continued Carla, "I've been coming to this school for five years now and every new teacher has been worse than the one before".



### **Degrees of Comparison of Adjectives**

**Adjectives** are words that describe or modify another person or thing in the sentence. Adjectives answer the following questions: **What kind is it? How many are there? Which one is it?**

Adjectives have three forms or degrees of modification: **positive, comparative, and superlative**: • The simplest form of the adjective is its **positive form**. • When two objects or persons are being compared, **the comparative form** of the adjective is used. • When three or more things are being compared, we use the adjective's **superlative form**.

### **Rules for Forming Comparatives:**

- 1.** *One syllable words* form the comparative by adding **-er** and **-est**: E.g.: brave – braver – the bravest; small – smaller – the smallest; dark – darker – the darkest.
- 2.** *Two-syllable words* that end in **-y, -le, and -er** form the comparative by adding **-er** and **-est**: E.g.: pretty – prettier – the prettiest; happy – happier – the happiest; noble – nobler – the noblest; clever – cleverer – the cleverest
  - Some two syllable words *that have the accent on the first syllable* form the comparative by adding **-er** and **-est**: E.g.: common, cruel, pleasant, quiet, etc. **BUT**: tasteless – more tasteless – most tasteless.
  - Some two-syllable words that have the accent *on the second syllable* form the comparative by adding **-er** and **-est**: polite, profound, etc. **BUT**: bizarre – more bizarre – most bizarre.
- 3.** *Words of more than two syllables* form the comparative with **more** and **most**: E.g.: beautiful – more beautiful – most beautiful; resonant – more resonant – most resonant.
- 4.** *Past participles used as adjectives* form the comparative with **more** and **most**: E.g.: crooked, broken, damaged, defeated, etc.
- 5.** *Predicate adjectives* (adjectives used to describe the subject of a sentence) form the comparative with **more** and **most**: E.g.: afraid, mute, certain, alone, silent, etc. She is afraid – He is more afraid – They are the most afraid of them all.
- 6.** A few adjectives form their comparatives with different words and are known to have **irregular forms in the comparative and superlative degrees**: E.g.: good – better – the best; bad – worse – the worst; little – less – the least; much, many, some – more – the most; far – further – the furthest

<b>List of irregular comparisons:</b>		
<b>positive form</b>	<b>comparative form</b>	<b>superlative form</b>
good	better	best
bad / ill	worse	worst
little (amount)	less	least
little (size)	smaller	smallest
much / many	more	most
far (place + time)	further	furthest
far (place)	farther	farthest
late (time)	later	latest
late (order)	latter	last
near (place)	nearer	nearest
near (order)	–	next
old (people and things)	older	oldest
old (people)	elder	eldest

**7.** Be careful *not to form comparatives or superlatives* of adjectives which already express an extreme of comparison.

<b>List of adjectives which express an extreme of comparison:</b>			
absolute	final	minor	principal
adequate	ideal	paramount	unanimous
chief	impossible	perpetual	unavoidable
complete	inevitable	preferable	unbroken
devoid	irrevocable	pregnant	unique
entire	main	sufficient	universal
fatal	manifest	stationary	whole

**8.** Both adverbs and adjectives in their comparative and superlative forms can be accompanied by *premodifiers*, single words and phrases that intensify or downplay the degree: E.g.: a lot more careful; a little less industrious; etc.

**9.** Comparison may be expressed with the help of the positive form of the adjective and one of the following *expressions*:

- When you compare two things, use – ... than ...
- When you want to say something is similar, use – ... as ... as ...
- When you want to say one thing is less than another, you can either use – ... less than ...; ... not as ... as ...
- To change the extent of the similarity you can use: almost as ... as; not quite as ... as; (not) nearly as ... as; nowhere near as ... as; twice as ... as; half as ... as; not so ... as



## Your Training Exercises



**Exercise A:** Answer the questions using one of the multiple choice options given below. If you do not know the answer – just guess:



1. What is the least serious punishment?

- a) capital punishment; b) life imprisonment; c) community service order; d) probation; e) fine; f) suspended sentence; g) corporal punishment; h) imprisonment

2. What is the most serious punishment?

- a) capital punishment; b) life imprisonment; c) community service order; d) probation; e) fine; f) suspended sentence; g) corporal punishment; h) imprisonment

3. What is the most serious crime among those given below?

- a) murder; b) theft; c) burglary; d) drunk-driving; e) hijacking; f) drug dealing; g) battery; h) robbery; i) bribery; j) smuggling

4. What is the least serious crime among those given below?

- a) murder; b) theft; c) burglary; d) drunk-driving (DUI or DWI); e) hijacking; f) drug dealing; g) battery; h) robbery; i) bribery; j) smuggling

5. What is the highest judicial body in England and Wales?

- a) House of Lords; b) County Court; c) European Court of Justice; d) Judicial Committee of the Privy Council; e) the Supreme Court; f) the Crown Court; g) the Court of Appeal; h) the High Court

6. What is the largest country in the world by total area?

- a) the United States; b) Canada; c) Russia; d) Brazil; e) China; f) Australia

7. What is the most crowded place in the world (due to population per sq km)?

- a) Bangladesh; b) Macau; c); d) Brazil; e) China; f) Singapore; g) Bahrain

8. Which of the countries has the most prisoners (Highest Prison Population Rates)?

- a) Kyrgyzstan; b) United States; c) Ukraine; d) Brazil; e) China; f) Russia; g) Belize; h) Belarus; i) Afghanistan; j) Turkey; k) Lebanon

9. What is the most populous country in the World?

- a) Brazil; b) United States; c) South Africa; d) India; e) China; f) Russia

10. What is the largest city on the planet?

- a) Moscow (Russia); b) Delhi (India); c) Cairo (Egypt); d) Mumbai (India); e) Manila (Philippines); f) Shanghai (China); g) Buenos Aires (Argentina)

11. What is the largest oil producing country in the world?

- a) Iran; b) United States; c) Saudi Arabia; d) Mexico; e) China; f) Russia



**Exercise B:** Fill in the gaps with the appropriate expressions from the box of words below to complete the given sentences:

far more ... than	no less ... than	as ... as
nowhere near as ... as	less than	quite as ... as
half as ... as	either ... or	not so ... as
twice as ... as	as ... as hell	neither ... nor
than	both ... and	almost as ... as
nearly as ... as	as ... as	not as ... as

1. This criminal case is not \_\_\_ serious \_\_\_<sup>1</sup> the previous similar one.
2. Probation is \_\_\_ \_\_\_ severe \_\_\_<sup>2</sup> incarceration but the punishment should really fit the crime.
3. Clear and convincing evidence has much higher level of persuasion \_\_\_<sup>3</sup> a preponderance of evidence, and is employed \_\_\_ in civil \_\_\_<sup>4</sup> criminal procedure in the United States
4. Her qualifications and current education were \_\_\_ \_\_\_ impressive and competitive \_\_\_<sup>5</sup> the other applicant's.
5. The Governor's speech on the need for a more humane prison system wasn't \_\_\_ \_\_\_ convincing \_\_\_<sup>6</sup> that of his opponent.
6. Ms. Beck is really quite unpleasant about other people and besides she is \_\_\_ mean \_\_\_<sup>7</sup>.
7. According to an eyewitness account, the terrorists' behavior was \_\_\_ \_\_\_ violent and barbaric \_\_\_<sup>8</sup> his worst nightmare.
8. The jury deliberations were \_\_\_ \_\_\_ long \_\_\_<sup>9</sup> I expected them to be.
9. She's not \_\_\_ \_\_\_ qualified and smart \_\_\_<sup>10</sup> you said she was.
10. Their dream to bring computers and ordinary people together was nothing \_\_\_ \_\_\_<sup>11</sup> revolutionary.
11. There was a list of complaints \_\_\_ \_\_\_ long \_\_\_<sup>12</sup> your arm.
12. After the first hearing the defendant looked pretty exhausted and depressed and \_\_\_ \_\_\_ \_\_\_ impudent \_\_\_<sup>13</sup> before.
13. No other problem facing India is \_\_\_ serious \_\_\_<sup>14</sup> unemployment.
14. This particular detective is said to be \_\_\_ \_\_\_ thievish \_\_\_<sup>15</sup> the suspected thief himself.
15. The consequences and effects of that train accident are \_\_\_ \_\_\_ dramatic \_\_\_<sup>16</sup> they seemed at first.
16. In the UK a coroner is an official who examines the reasons for a person's \_\_\_ violent \_\_\_<sup>17</sup> unexpected death.
17. The boy's behavior was \_\_\_ offensive \_\_\_<sup>18</sup> purely outrageous to qualify for misconduct or hooliganism.



**Exercise C:** Fill in the gaps with the appropriate expression from the multiple choice options given below each of the sentences:

1. Although he was bored, he managed to look \_\_\_<sup>1</sup> usual.

**a) as fast as; b) as slow as; c) as interested as; d) as patient as; e) as soon as; f) as long as; g) as much as; h) as often as; i) as well as**

2. Sorry for being so late! I drove here \_\_\_<sup>2</sup> I could.

**a) as fast as; b) as slow as; c) as interested as; d) as patient as; e) as soon as; f) as long as; g) as much as; h) as often as; i) as well as**

3. The questions of the test were awfully difficult. The students answered \_\_\_<sup>3</sup> they could.

**a) as fast as; b) as slow as; c) as interested as; d) as patient as; e) as soon as; f) as long as; g) as much as; h) as often as; i) as well as**

4. In order to issue a passport to you, we need your photo. Note! It's urgent. Send it \_\_\_<sup>4</sup> possible.

**a) as fast as; b) as slow as; c) as interested as; d) as patient as; e) as soon as; f) as long as; g) as much as; h) as often as; i) as well as**

5. Your assistant can examine the documents in question \_\_\_<sup>5</sup> she needs. We have plenty of time before the trial.

**a) as fast as; b) as slow as; c) as interested as; d) as patient as; e) as soon as; f) as long as; g) as much as; h) as often as; i) as well as**

6. I know he is nowhere near as friendly as an easy-going type of guy, so I will try to be \_\_\_<sup>6</sup> I can.

**a) as fast as; b) as slow as; c) as interested as; d) as patient as; e) as soon as; f) as long as; g) as much as; h) as often as; i) as well as**

7. I feel angry \_\_\_<sup>7</sup> sad.

**a) as fast as; b) as slow as; c) as interested as; d) as patient as; e) as soon as; f) as long as; g) as much as; h) as often as; i) as well as**

8. The simulator drive test also revealed that the elderly drivers see pedestrians half \_\_\_<sup>8</sup> younger drivers while driving on the road.

**a) as fast as; b) as slow as; c) as interested as; d) as patient as; e) as soon as; f) as long as; g) as much as; h) as often as; i) as well as**

9. I hate living in the big city where parking costs \_\_\_<sup>9</sup> a car payment.

**a) as fast as; b) as slow as; c) as interested as; d) as patient as; e) as soon as; f) as long as; g) as much as; h) as often as; i) as well as**

10. "\_\_\_<sup>10</sup> Possible" is a musical piece composed by John Cage and is the subject of one of the longest-lasting musical performances yet.

**a) as fast as; b) as slow as; c) as interested as; d) as patient as; e) as soon as; f) as long as; g) as much as; h) as often as; i) as well as**



**Exercise D:** Revise *Degrees of comparison of adjectives*. Add the missing forms where possible. Apply the relevant rules:

<b>№</b>	<b>Positive Degree</b>	<b>Comparative Degree</b>	<b>Superlative Degree</b>
1	abusive	.....	.....
2	angry	.....	.....
3	.....	better	.....
4	.....	worse	.....
5	.....	deeper	.....
6	.....	.....	most expensive
7	.....	easier	.....
8	few	.....	.....
9	great	.....	.....
10	.....	happier	.....
11	.....	.....	most intelligent
12	.....	less, lesser	.....
13	lovely	.....	.....
14	immense	.....	.....
15	.....	.....	longest
16	merry	.....	.....
17	.....	nearer	.....
18	old	.....	.....
19	powerful	.....	.....
20	.....	quicker	.....
21	.....	.....	most recent
22	sweet	.....	.....
23	.....	stronger	.....
24	supreme	.....	.....
25	.....	.....	smartest
26	.....	more talented	.....
27	tremendous	.....	.....
28	typical	.....	.....
29	.....	.....	most
30	.....	more useful	.....
31	violent	.....	.....
32	weak	.....	.....
33	.....	.....	youngest



**Exercise E:** Choose the correct word-order for each expression containing a set of adjectives. Put tick to confirm your choice:



**Here is the correct order for adjectives:**

1) **OPINION** – explains what you think about something; other people may not agree with you (lovely, useful, silly, beautiful, horrible, difficult, etc.); 2) **SIZE** – tells you how big or small something is (big, enormous, large, tiny, little, etc.); 3) **AGE** – tells you how young or old something or someone is (mature, ancient, new, young, old, etc.); 4) **SHAPE** – describes the shape of something (square, oval, round, flat, rectangular, etc.); 5) **COLOR** – describes the color of something (red, burgundy, blue, pink, reddish, grey, etc.); 6) **ORIGIN** – describes where something comes from (American, English, French, lunar, eastern, Greek); 7) **MATERIAL** – describes what something is made from (wooden, cotton, metal, paper, etc.); 8) **PURPOSE** – describes what something is used for. These adjectives often end with "-ing" (typing, sun, sleeping, roasting, etc.)

<b>1. Which is the correct order?</b>	<b>5. Which is the correct order?</b>
a) a wooden old Italian wonderful clock b) an old wonderful wooden Italian clock c) a wonderful old Italian wooden clock d) an old wooden wonderful Italian clock	a) a cotton dirty old tie b) a dirty cotton old tie c) an old cotton dirty tie d) a dirty old cotton tie
<b>2. Which is the correct order?</b>	<b>6. Which is the correct order?</b>
a) a small Japanese serving bowl b) a Japanese small serving bowl c) a small serving Japanese bowl d) a serving small Japanese bow	a) a red big plastic hat b) a big red plastic hat c) a plastic big red hat d) a big plastic red hat
<b>3. Which is the correct order?</b>	<b>7. Which is the correct order?</b>
a) a beautiful blue sailing boat b) a blue beautiful sailing boat c) a sailing beautiful blue boat d) a blue sailing beautiful boat	a) a tiny Chinese porcelain cup b) a Chinese tiny porcelain cup c) a tiny porcelain Chinese cup d) a porcelain tiny Chinese cup
<b>4. Which is the correct order?</b>	<b>8. Which is the correct order?</b>
a) a comfortable old wooden square chair b) a square wooden comfortable old chair c) a comfortable old square wooden chair d) a wooden old square comfortable chair	a) a new French exciting band b) a French new exciting band c) an exciting French new band d) an exciting new French band





**Exercise F:** Put the words into the correct order. Rewrite these expressions after correction; apply the relevant rules:

1. desk/ office/ big/ ugly/ an/ wooden/ brown

**Correct:** \_\_\_\_\_

2. photograph/ black/ white/ and/ oval/ a/ family/ historic

**Correct:** \_\_\_\_\_

3. laptop/ high-tech/ brand-new/ deep/ blue/ my/ Toshiba

**Correct:** \_\_\_\_\_



4. Chinese-dragon/ costume/ life-size/ beautiful/ red-and-yellow/ feathered

**Correct:** \_\_\_\_\_

5. performance/ hypnotic/ powerful/ rhythms/ energetic/ and/ Samba-reggae

**Correct:** \_\_\_\_\_

6. asymmetric/ stainless-steel/ huge/ sculpture/ fantastic/ modern

**Correct:** \_\_\_\_\_

7. black-and-white/ practical/ polyester/ little/ stylish/ cover/ seat

**Correct:** \_\_\_\_\_

8. new/ iPad/ sleek/ 3-D/ multifunctional/ expensive/ white/ smooth/ and

**Correct:** \_\_\_\_\_

9. Indian/ red and green/ a/ carpet/ beautiful/ cozy/ and/ old

**Correct:** \_\_\_\_\_

10. white/ plate/ china/ square/ nice/ a/ big/ old/ French

**Correct:** \_\_\_\_\_

11. supermodel/ beautiful/ slim/ Brazilian/ a/ popular/ and/ movie/ star

**Correct:** \_\_\_\_\_

12. smart/ professional/ well-recognized/ young/ lawyer/ handsome/ a

**Correct:** \_\_\_\_\_

13. international/ primary/ organ/ judicial/ duly/ authorized/ a

**Correct:** \_\_\_\_\_

14. Ford/ reliable/ all-equipped/ American/ high-reputed/ automobile

**Correct:** \_\_\_\_\_

15. two/ the/ last/ utterly strange/ statues/ wooden/ carved/ ancient

**Correct:** \_\_\_\_\_

16. worn/ Italian/ Dr. Martin's/ art/ books/ quite rare/ old

**Correct:** \_\_\_\_\_

17. pretty/ antique/ Japanese/a/ cloth/ tattered/ doll/ rather small

**Correct:** \_\_\_\_\_



**Exercise G:** Look at the expressions given below. Each word is marked by a particular number. The order of words is incorrect and your task is to change it to a correct one. Use the given example:

No	Determiner 1	Determiner 2	Determiner 3	Number	Intensifier	Opinion	Size	Length	Shape	Width	Participle*	Age	Color	Origin	Material	Noun	Denominal**	Noun
1	2	5			3					6						4		1
2																		
3																		
4																		
5																		
6																		
7																		
8																		
9																		
10																		

\* This category is sometimes called condition.

\*\* An adjective derived from a noun (E.g. biological, classical, ethical, moral, philosophical, social, and technological). The Denominal adjective can go before the 1<sup>st</sup> or 2<sup>nd</sup> noun. Its placement depends on what the adjective is modifying.

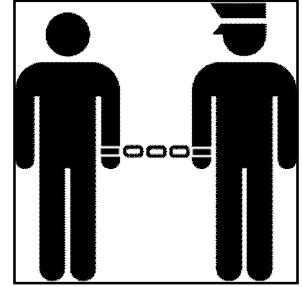
1. streets (1)/ all of (2)/ very (3)/ side (4)/ the (5)/ narrow (6)
2. old (1)/ Italian (2)/ quite (3)/ both of (4)/ art (5)/ Dr. Martin's (6)/ books (7)/ rare (8)/ worn (9)
3. a (1)/ doll (2)/ Japanese (3)/ cloth (4)/ tattered (5)/ rather (6)/ antique (7)/ pretty (8)/ small (9)
4. porcelain (1)/ vases (2)/ long (3)/ neither of (4)/ somewhat (5)/ my (6)/ ancient (7)/ flower (8)/ Chinese (9)/ chipped (10)/ unusual (11)/ blue (12)/ thin (13)
5. faded (1)/ an (2)/ brown (3)/ ugly (4)/ tapestry (5)/ Spanish (6)
6. round (1)/ plastic (2)/ enormous (3)/ earrings (4)/ red (5)/ her (6)
7. technological (1)/ invention (2)/ next (3)/ big (4)/ the (5)/ recognized (6)
8. four (1)/ those (2)/ school (3)/ buses (4)/ yellow (5)/ some of (6)
9. rules (1)/ normative (2)/ the same (3)/ odd (4)/ underlying (5)/ public (6)
10. family (1)/ his (2)/ registered (3)/ medical (4)/ history (5)/ complete (6)



**Exercise H:** Change the form of each adjective in brackets into a superlative degree of comparison form to fit the intended meaning:

1. Most law enforcement is conducted by some type of law enforcement agency, with \_\_\_\_<sup>1</sup> (typical) agency fulfilling this role being the police.

2. Supporters of "law and order" argue that effective deterrence combined with incarceration is the \_\_\_\_<sup>2</sup> (effective) means of crime prevention.



3. The Constitution of Australia is \_\_\_\_<sup>3</sup> (supreme) law under which the Australian Commonwealth Government operates.

4. After the pronouncement of the guilty verdict the convict publicly admitted it was \_\_\_\_<sup>4</sup> (bad) day in his life.

5. One of \_\_\_\_<sup>5</sup> (old) known prohibitions against murder appeared in the Sumerian Code of Ur-Nammu written between 2100 and 2050 BC.

6. In Islam according to the Qur'an, one of \_\_\_\_<sup>6</sup> (great) sins is to kill a human being who has committed no fault.

7. \_\_\_\_<sup>7</sup> (frightening) of serial killers was Ted Bundy, a handsome, educated psychopathic law student who stalked and murdered dozens of young college women. They all looked very much like a young woman who broke off her relationship with him.

8. Scores of women murdered in the Seattle area resulted in \_\_\_\_<sup>8</sup> (long) running homicide investigation in U.S. history. Finally DNA evidence pointed the finger at Gary Leon Ridgway as the killer.

9. One of \_\_\_\_<sup>9</sup> (notorious) serial killers, "respectable" Chicago-area businessman hired young men to work in his contracting company, then raped and murdered them, burying their bodies on his properties. In prison, he became the focus of researching the psychopathic mind.

10. Dr. Ramsland examines some of \_\_\_\_<sup>10</sup> interesting and high-profile cases where individuals have become obsessed with taking sex slaves.

11. When it was announced in 1997, that serial killer Archibald "Mad Dog" was to be released on parole after serving 23 years in some of Australia's \_\_\_\_<sup>11</sup> (tough) jails, it sent a shock wave of outrage through the community.

12. Jack the Ripper was \_\_\_\_<sup>12</sup> (famous) serial killer of all time who brutally murdered prostitutes in London's White chapel district in 1888.

13. The Swiss-based NGO Small Arms Survey says that, in light of recent improvements, Brazil is no longer one of \_\_\_\_<sup>13</sup> (violent) places on Earth.

14. Brazil is one of \_\_\_\_<sup>14</sup> (criminalized) countries of the world.



**Exercise I:** Change the form of each adjective in brackets into a comparative degree of comparison form to fit the intended meaning:



1. The British treasurer has been taking a \_\_\_<sup>1</sup> (optimistic) view of economic recovery in his recent public pronouncements.
2. Modern prison designs have sought to increasingly restrict and control the movement of prisoners throughout the facility while permitting a maximal degree of direct monitoring by a \_\_\_<sup>2</sup> (small) prison staff.
3. As compared to traditional large landing-cellblock designs which were inherited from the 19th century, many \_\_\_<sup>3</sup> (new) prisons are designed in a decentralized "podular" layout.
4. The Penal Code of Brazil has been amended considerably since its adoption in 1940 as a replacement for an \_\_\_<sup>4</sup> (old) code.
5. Mediation as a form of Alternative Dispute Resolution (=ADR) can be \_\_\_<sup>5</sup> (quick) and \_\_\_<sup>6</sup> (cheap) than going to court.
6. In 1898 certain principles were endorsed by Parliament in the Prisons Act that men and women should be \_\_\_<sup>7</sup> (good) people when they left prison than when they went in.
7. In a packed plenary, the European Parliament approved new \_\_\_<sup>8</sup> (clear) rules on food labeling, restrictions on genetically modified crops and the levying of fines for car drivers caught speeding in another member state.
8. During the plenary meeting in Strasbourg, May 2011, MEPs\* criticized Commission plans to allow member states to temporarily reintroduce border controls in the Schengen area and called for \_\_\_<sup>9</sup> (good) management of migration flows. (\*=Members of European Parliament)
9. The Constitutional Affairs Committee debated ways in which seats of the European Parliament could be divided in future in a way that is \_\_\_<sup>10</sup> (fair) and would take into account possible new countries.
10. The planes had to fly at \_\_\_<sup>11</sup> (low) altitudes across the enemy's territory so as to remain inaccessible for the hostile air defense missiles.
11. Vendetta has mostly disappeared with the development of \_\_\_<sup>12</sup> (centralized) societies where law enforcement and criminal law take responsibility of punishing lawbreakers.
12. The number of slaves today is \_\_\_<sup>13</sup> (high) than at any point in history remaining as high as 12 to 27 million people, most being debt slaves or victims of human trafficking into sex industries.



**Exercise J:** Choose the appropriate form of the adjectives given in brackets (degree of comparison). Mark your choice by a relative letter:

**P** – positive// **C** – comparative// **S** – superlative

1. One of the \_\_\_<sup>1</sup> (important; more important; most important) skills anyone can hold in daily life is the ability to negotiate, since in general terms, a negotiation is a key to resolution of any conflict.



2. While some people may be naturally \_\_\_<sup>2</sup> (skillful; more skillful; the most skillful) as negotiators, everyone can learn to negotiate.

3. The Supreme Court is the \_\_\_<sup>3</sup> (high; higher; highest) appeal court in almost all cases in England and Wales. Prior to the Constitutional Reform Act 2005 this role was held by the House of Lords.

4. The Lords work in the House of Lords, one of the \_\_\_<sup>4</sup> (busy; busier; busiest) Parliament's second Chambers in the world; and complement and operate alongside the business of the House of Commons.

5. The \_\_\_<sup>5</sup> (typical; more typical; most typical) complaint about meetings is that they run too long and it can be very costly to a company or business.

6. In order to keep the meeting on task, it is important to have an agenda which should indicate the order of items and an \_\_\_<sup>6</sup> (estimated; more estimated; the most estimated) amount of time for each item.

7. Harvard is the name of the \_\_\_<sup>7</sup> (old; older; oldest) institution of \_\_\_<sup>8</sup> (high; higher; highest) education in the United States, established in 1636 by vote of the Great and General Court of the Massachusetts Bay Colony.

8. Despite the \_\_\_<sup>9</sup> (usual; more usual; most usual) rhetoric from the Government, we are now facing the stark reality of their financial mismanagement. This is a kick in the teeth to the \_\_\_<sup>10</sup> (honest; more honest; most honest) hard-working people.

9. With great judgment, she is being portrayed as the President's \_\_\_<sup>11</sup> (secret; more secret; most secret) weapon and they are trying to persuade her to take \_\_\_<sup>12</sup> (active; more active; most active) role in politics.

10. The Apollo project was the \_\_\_<sup>13</sup> (expensive; more expensive; most expensive) space program. It cost 25 541 400 000 dollars to the taxpayers.

11. Jupiter is the \_\_\_<sup>14</sup> (large; larger; the largest) planet in our solar system, while Mercury is the \_\_\_<sup>15</sup> (small; smaller; the smallest).



**Exercise K:** Identify all adjectives used in the given sentences.

First underline the adjectives themselves and then mark their type:



• A **descriptive** adjective modifies a noun/ pronoun/ noun phrase by expressing qualities or attributes of a substantive. Such type includes: simple, compound, proper, and participle adjectives.

• A **possessive** adjective (my, your, his, her, its, our, their) is identical to a possessive pronoun; but modifies a noun/ noun phrase by telling whom it belongs to. It answers the question "Whose?"

• The **demonstrative** adjectives (this, these, that, those, what) are identical to the demonstrative pronouns, but are used as adjectives to modify nouns/ noun phrases. Also includes **ordinals**. It answers the question "Which?"

• An **interrogative** adjective (which, what) is like an interrogative pronoun, but it modifies a noun/ noun phrase rather than stands on its own; it is used in questions to ask about something. Sometimes serves as **exclamatory adj.**

• An **indefinite** adjective (all, any, each, every, few, many, some) is similar to an indefinite pronoun, but it modifies a noun/ pronoun/ noun phrase; gives indefinite/ general information. It answers the question "How much?"

• The **pronominal** adjectives are of 2 kinds: **relative** (which, what) and **indefinite relative** (what, whatever, whatsoever, whichever, whichever). As adjectives they are used to join sentences or to ask questions.

• Grammarians also consider **articles** (the, a, an) to be adjectives.

Use abbreviations for convenience: descriptive – **Des**; possessive – **Pos**; demonstrative – **Dem**; ordinals – **O**; interrogative – **Int**; indefinite – **Ind**; pronominal relative – **Pro R**; Pro indefinite R – **Pro Ind R**; articles – **A**

1. The first regular provincial newspapers appear to have been created in the last decade of the seventeenth century, and by the middle of the eighteenth century almost every important provincial town had its local organ.

2. When the librarian tripped over that cord, she dropped a pile of books.

3. Eleanor was awoken by the muffled sounds of the mobile hidden under her pillow.

4. I can't complete my assignment because I don't have the textbook.

5. Which federal laws should be amended to lower the income tax?

6. The bashful virgin's sidelong looks of love, The matron's glance that would those looks reprove (Goldsmith).

7. Whatever correction of our popular views from insight, nature will be sure to bear us out in (Emerson).
8. New torments I behold, and new tormented around me, whichsoever way I move, and whichsoever way I turn, and gaze (Longfellow).
9. Many people believe that corporations are under-taxed.
10. Which debt must I pay first, the debt to the rich, or the debt to the poor? (Emerson).
11. What a piece of work is man! (Shakespeare)
12. After many years, she returned to her homeland.
13. His company became very agreeable to the brave old professor of arms, whose favorite pupil he was (Thackeray).
14. In many fairy tales, children are neglected by their parents.
15. Even though my friend preferred those plates, I bought these.
16. The truck-shaped balloon floated over the treetops.
17. Through what hardships it may attain to bear a sweet fruit! (Thoreau).
18. I will send you any mail that arrives after you have moved to Salisbury.
19. They found a few goldfish floating belly up in the swan pound.
20. Many stores have already begun to play irritating Christmas music.
21. A gentleman, who, though born in no very high degree, was most finished, polished, witty, easy, quiet (Thackeray).
22. Decidedly handsome, having such a skin as became a young woman of family in northernmost Spain (De Quincey).
23. Whenever that look appeared in her wild, bright, deeply black eyes, it invested them with a strange remoteness and intangibility (Hawthorne).
24. This, our new government, is the first in the history of the world based upon this great physical, philosophical, and moral truth (A. H. Stephens).
25. What a ruthless business this war of extermination is!



### Have Fun! Lawyer Jokes!

- I will never be your first kiss. I will never be your first love. I'm not your first valentine, first fight, first teddy bear, or first date. I'm not in all this to be your first anything... I just want to be your last (A young girl's dreams).
- Woman inspires us to great things, and prevents us from achieving them (Dumas).
- By all means, marry. If you get a good wife, you'll be happy. If you get a bad one, you'll become a philosopher (Socrates).



**Exercise 1.** Choose the appropriate word/ expression from the multiple choice options provided below to complete the given sentences:

1. The court gallery was not very crowded. There were \_\_\_<sup>1</sup> curious spectators than I expected.

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**

2. The widely advertised thriller was much \_\_\_<sup>2</sup> frightening than I had expected and imagined that movie to be.

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**

3. I've not met that notoriously rowdy guy personally but I've heard \_\_\_<sup>3</sup> blood freezing stories about him and his outrageous behavior.

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**

4. \_\_\_<sup>4</sup> and \_\_\_<sup>5</sup> were the arrows that replied to the guns of the raiders, and at last Achmet Zek felt safe in ordering an assault (Tarzan and the Jewels of Opar).

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**

5. The inability to persuade Americans that a crisis is serious may make it \_\_\_<sup>6</sup> likely that Congress will agree on a solution, and create even more pressure to sidestep this problem by bending the rules.

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**

6. Brian's become a \_\_\_<sup>7</sup> changed person since his car accident.

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**

7. Driving in the crowded busy city in rush hours is \_\_\_<sup>8</sup> more difficult than during the working hours.

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**

8. Ms. Bricks is so indifferent and she hasn't \_\_\_<sup>9</sup> interest in the project.

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**

9. No \_\_\_<sup>10</sup> than five hundred delegates attended the conference.

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**

10. I'd like you to spend \_\_\_<sup>11</sup> time playing those awful computer games and more on exercising your managerial duties so as controlling your staff.

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**

11. The winner will be the person who makes \_\_\_<sup>12</sup> mistakes.

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**

12. David Leatherman is a very famous lawyer in Australia but \_\_\_<sup>13</sup> people in Russia might have heard of him.

**a) few; b) fewer; c) the fewest; d) a few; e) less; f) the least; g) much**



**Exercise 2.** Change Positive adjectives given in brackets into Comparative or Superlative adjective forms to fit the context of each of the sentences:

1. My job is getting \_\_\_\_<sup>1</sup> (hard) each day and I just cannot cope with it.
2. This lawyer has a good reputation. He is known to be \_\_\_\_<sup>2</sup> (good) one to provide a variety of employment advice and assistance in Australia.
3. It's a long way from London to Moscow but the way from London to Sydney is even \_\_\_\_<sup>3</sup> (long).
4. The \_\_\_\_<sup>4</sup> (early) people are informed about the oncoming hurricane the \_\_\_\_<sup>5</sup> (good) chances they have to survive.
5. A Red Tibetan Mastiff puppy has become the world's \_\_\_\_<sup>6</sup> (expensive) dog after being sold for almost £1 million.
6. Tibetan Mastiffs are thought to be one of the world's \_\_\_\_<sup>7</sup> (old) breeds, and legend has it that both Genghis Khan and Lord Buddha kept them.
7. The Earth could be much \_\_\_\_<sup>8</sup> (young) and took more than three times \_\_\_\_<sup>9</sup> (long) to form than has been previously thought, according to a new study.
8. According to the annual 2010 survey provided by "What Car?" magazine and Warranty Direct insurance company, Japanese cars are still \_\_\_\_<sup>10</sup> (reliable), despite recent safety scares involving Toyota and Lexus models.
9. At [www.pcworld.com](http://www.pcworld.com) you will find a lot of information about products that could make your life \_\_\_\_<sup>11</sup> (easy) or your work \_\_\_\_<sup>12</sup> (productive). As they put together their list of World Class winners, they decided also to spotlight the 25 \_\_\_\_<sup>13</sup> (bad) tech products that have been released since nearly a quarter-century ago.
10. President Barack Obama's path to re-election in 2012 is likely to be \_\_\_\_<sup>14</sup> (narrow) than in his first campaign because he is at risk of losing several traditionally Republican states he captured in 2008. (Reuters)
11. China's economic expansion, a driver of global growth, may moderate as the government counters \_\_\_\_<sup>15</sup> (fast) inflation since 2008, survey shows.
12. \_\_\_\_<sup>16</sup> (tall) wave ever recorded was a local tsunami in Lituya Bay, Alaska on July 9, 1958.
13. Since 2007, [www.perverved-justice.com](http://www.perverved-justice.com) volunteers have been tasked with scouring MySpace, Facebook and \_\_\_\_<sup>17</sup> (small) social networking websites for sex offenders using those services so as to impose restrictions on their internet usage.
14. On the surface it's a very funny novel but it does have a \_\_\_\_<sup>18</sup> (serious) underlying theme.

**Exercise 3.** Select the appropriate pronoun from the multiple choice options provided below to correctly complete each of the sentences:

1. If anyone calls, tell \_\_\_<sup>1</sup> that I'll be back in half an hour.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

2. It's always best for a student to ask questions when \_\_\_<sup>2</sup> doesn't understand a problem.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

3. The local government plans to cut \_\_\_<sup>3</sup> budget for recreation (as a unit).

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

4. When I meet new people, I'm usually curious about \_\_\_<sup>4</sup> occupations.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

5. The computer quickly stores information on \_\_\_<sup>5</sup> huge memory.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

6. The massive character of deaths and damages from the earthquake and tsunami in Japan shocked both my family and \_\_\_<sup>6</sup>.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

7. People are often fascinated by what \_\_\_<sup>7</sup> learn about the world through the Internet.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

8. Ms Derek was recommended to visit \_\_\_<sup>8</sup> dentist at least twice a year.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

9. If the board of directors controls the company, \_\_\_<sup>9</sup> may vote for a raise.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

10. I doubt that either of those social workers knows what \_\_\_ caseload will be.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

11. When someone has been drinking, \_\_\_<sup>11</sup> may drive dangerously.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

12. Between you and \_\_\_ , this politician cannot be trusted.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

13. Neither the pilot nor the attendants gave \_\_\_<sup>13</sup> opinion about the mishap.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

14. As \_\_\_<sup>14</sup> names indicate, natural disasters are natural hazards such as earthquakes, landslides, etc. that result in loss of lives and property.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

15. When each passenger arrives, we ask \_\_\_<sup>15</sup> to fill in a form.

a) they; b) their; c) them; d) her; e) his; f) its; g) us; h) him; i) me; j) he

**Exercise 4.** Fill in the gaps with the appropriate quantifier from the box of words below to complete the given sentences:

a whole bunch of	many	number of	both of	less
a little	a couple of	fewer	much	each of
a good deal of	most	a lot of	any	amount of
twenty kilos of	none of	half of	fewer	few
several	any of	a few	either	all of

1. \_\_\_<sup>1</sup> the students passed the exam, however, \_\_\_<sup>2</sup> them answered even \_\_\_<sup>3</sup> the questions correctly.
2. \_\_\_<sup>4</sup> students like to learn new things, while \_\_\_<sup>5</sup> students like exams.
3. Harry doesn't have \_\_\_<sup>6</sup> friends here, but he has \_\_\_<sup>7</sup> friends back in San Antonio.
4. Now we have \_\_\_<sup>8</sup> money than we used to, but we also have \_\_\_<sup>9</sup> problems.
5. The \_\_\_<sup>10</sup> effort put into law enforcement has grown. In spite of this, the \_\_\_<sup>11</sup> violent crime committed has continued to increase.
6. We don't want to change \_\_\_<sup>12</sup> the procedures for testing whether the submitted evidences are true or false.
7. In the United States \_\_\_<sup>13</sup> native-born citizen of at least 35 years old who has been a U.S. resident for 14 years, can become president. American kids grow up hearing that anyone can become president, but so far \_\_\_<sup>14</sup> than 50 people have done it.
8. He's a good teacher, but he doesn't have \_\_\_<sup>15</sup> patience with the slower students.
9. The problem with \_\_\_<sup>16</sup> these proposals is that they are hopelessly impractical.
10. I was sitting at the table with smokers on \_\_\_<sup>17</sup> side of me.
11. \_\_\_<sup>18</sup> people have complained about a wrong delivery.
12. The reorganization will give us \_\_\_<sup>19</sup> problems.
13. We've been having \_\_\_<sup>20</sup> problems with the new computer.
14. With \_\_\_<sup>21</sup> training she could do very well.
15. The Creative Manager highlighted \_\_\_<sup>22</sup> unique features available with the new design software.
16. The new law was met with \_\_\_<sup>23</sup> opposition at local level.
17. The police said a good \_\_\_<sup>24</sup> explosive were found during the raid.
18. \_\_\_<sup>25</sup> the companies supports a local charity.

**Exercise 5.** Correct the order of words in those twisted sentences below to restore sense. Mind the order of adjectives as well. Apply the relevant rules:

1. is/ small/ interesting/ space/ rectangular/ car/ in/ the/ blue/ parked/ my

**Correct:** \_\_\_\_\_

2. American/ up/ me/ that/ annoying/ alarm/ small/ I/ an/ have/ circular/ tin/ clock/ wakes

**Correct:** \_\_\_\_\_

3. ancient/ received/ several/ all/ coins/ dazzling/ they/ small/ gold

**Correct:** \_\_\_\_\_

4. charming/ decorated/ with/ the/ some/ carpet/ was/ silver/ ornaments/ small

**Correct:** \_\_\_\_\_

5. red-haired/ she/ young/ is/ beautiful/ a/ lady

**Correct:** \_\_\_\_\_

6. brick/ the/ by/ architecture/ those/ red/ manor houses/ Georgian/ island/ with/ its/ distinguished/ is/ remarkable

**Correct:** \_\_\_\_\_

7. this/ cold/ weather/ the/ is clear/ and/ morning/ dry

**Correct:** \_\_\_\_\_

8. old/ I/ Chinese/ this/ table/ big/ black/ love/ wooden/ square

**Correct:** \_\_\_\_\_

9. old/ French/ I/ statue/ saw/ the/ big/ magnificent/ most/ white/ marble

**Correct:** \_\_\_\_\_

10. her/ has/ show/ comedian/ had/ the/ the/ host/ introduced/ as/ black/ first female/ British/ he/ on/ the

**Correct:** \_\_\_\_\_

11. Smoked/ label/ package/ on/ a/ Steelhead/ of/ Norwegian/ salmon/ the/ read/ Salmon

**Correct:** \_\_\_\_\_

12. North-American/ bronze/ was/ plate/ the/ exhibited/ collectable/ round/ incense-burning/ at/ ancient/ the/ art/ reddish/ gallery/ rarest

**Correct:** \_\_\_\_\_

13. drawer/ unpleasant/ left/ my/ who/ a/ rotten/ banana/ in/ two-week-old/ desk/ extremely?

**Correct:** \_\_\_\_\_

14. created/ stainless-steel/ sculpture/ artist/ shiny/ a/the/ huge/ fantastic

**Correct:** \_\_\_\_\_



**Exercise 1.** Examine the sentences given below. Find the adjective in each sentence; underline it. Identify the type the particular adjective belongs to:

1. They reported a sudden outbreak of cholera in the south of Haiti in 2010; so many people may have been infected with the disease.

*Example:* They reported a (A) sudden (Des) outbreak of cholera in the (A) south of Haiti in 2010; so many (Ind) people may have been infected with the (A) disease.

2. It doesn't have to be done this minute, but at some point this week please.

3. She lives in that house by the bus station; you know which one I mean.

4. I'm worried about Tom he's dreadfully unhappy.

5. The car that is very small is economical to drive.

6. First-class decisions require clear-headed thinking.

7. The corrupt politicians were punished by the Court Of Law.

8. The wonderful oriental paintings were sold today at high price, since the Indian art crafts have a great demand in most of the European countries.

9. No man of his day was more brilliant or more accomplished than Abraham Lincoln, who abolished slavery and united the quarreling US states back together.

10. A devout practitioner of non-violent opposition, Mahatma Gandhi advocated for Indian independence from the British and for the emancipation of Hindu "untouchables," encouraging Indian Christians, Hindus and Muslims to unite.

11. Many U.S. presidents were lawyers before officially entering politics, but Thomas Jefferson – writer of the Declaration of Independence – combined both.

12. Nelson Mandela is the most recognized politician for his campaign for human rights and uniting a country, but he also worked as a lawyer before serving as President of South Africa.

13. Which part of a trial is the most important? Lawyers may never agree on an answer to this question, but no lawyer would dispute the significant role cross-examination plays in proving one's case before a judge or jury.

14. All Americans have the right to an attorney when charged with a crime.

15. The first initiative involves an interactive web site that, among other things, connects veterans and their families with lawyers near them to help with the litany of legal issues veterans face, including foreclosure, consumer fraud and employment issues.

**Exercise 2.** Put questions to the descriptive part of each of the sentences. There could be more than ONE possibility to do that. Please be attentive:

*Example: What kind? How many? How much? Which one? Whose?*

1. King Alfred tried to make the law clear, precise, and equitable.

**Question:** \_\_\_\_\_

2. The most famous story of art theft of the 20<sup>th</sup> century involves one of the most famous paintings in the world, the Mona Lisa, and one of the most famous artists in history as a suspect, Pablo Picasso.

**Question:** \_\_\_\_\_

3. Ancient Babylon was a city that lay on the delta of two rivers of what is modern Iraq, in an area known as Mesopotamia.

**Question:** \_\_\_\_\_

4. Last week Anthony Galea, the Canadian doctor who treated Tiger Woods after Woods's 2008 knee surgery, pleaded guilty to bringing unapproved drugs into the U.S.

**Question:** \_\_\_\_\_

5. An attorney for the chief witness in the Anthony Galea case said that one of the controversial Toronto physician's most famous clients, Tiger Woods, never received performance-enhancing drugs while being a patient of Galea.

**Question:** \_\_\_\_\_

6. From thirteen famous American lawyers all but one never went to law school. This fact only proves that not attending law school, a lawyer could still know right from wrong.

**Question:** \_\_\_\_\_

7. One of the greatest swindlers in American history, Charles Ponzi created the famous "Ponzi scheme," a scam that pays early investors returns from the investments of later investors.

**Question:** \_\_\_\_\_

8. Born as Elizabeth Bigley but later known as Cassie Chadwick, defrauded Cleveland-area banks by claiming to be an illegitimate daughter of Andrew Carnegie.

**Question:** \_\_\_\_\_

9. An African-American con artist, David Hampton' story became the inspiration for the famous movie "Six Degrees of Separation," as he assumed the identity of Sidney Poitier's son and was suddenly ushered in as celebrity.

**Question:** \_\_\_\_\_

**Exercise 3.** Fill in the gaps with the appropriate pronoun from the box of words below/ complete the sentences/ identify the type of the pronoun used:

it	those	your	whoever	other
you	they	who	whichever	each
what	you	who	they	someone
whatever	yourself	somebody	that	their

*Pronouns: Subjective Personal – SP; Objective Personal – OP; Possessive Personal – PP; Demonstrative – Dem; Interrogative – Int; Relative – R; Indefinite – Ind; Reflexive – Ref; Intensive – Ints*

1. The law is an intriguing subject and lawyers, no matter what \_\_\_<sup>1</sup> do, are considered champions, because they are all working to help out \_\_\_<sup>2</sup>.
2. There are many different laws out there, many different kinds of law \_\_\_<sup>3</sup> can practice, and thus there are many different types of lawyers as well.
3. To begin with, there are assaults lawyers, \_\_\_<sup>4</sup> have \_\_\_<sup>5</sup> specialties in cases revolving around assault, in both civil and criminal cases.
4. Bankruptcy lawyers are becoming more and more necessary, since \_\_\_<sup>6</sup> help both people and companies to file for bankruptcy when \_\_\_<sup>7</sup> becomes necessary.
5. Workers compensation lawyers help \_\_\_<sup>8</sup> injured on the job, so the latter may need some legal help and advice.
6. Criminal defense lawyers can help in cases where \_\_\_<sup>9</sup> has been charged in a criminal case.
7. Divorce lawyers help couples \_\_\_<sup>10</sup> are going through a divorce. These lawyers help with canceling and the division of property and \_\_\_<sup>11</sup> financial or other problem may arise.
8. Personal injury lawyers help, generally, in the case of accidents, \_\_\_<sup>12</sup> being separately categorized as traffic, railway, and plane accident.
9. Consumer fraud lawyers help people \_\_\_<sup>13</sup> has been somehow tricked out of their money.
10. There are insurance lawyers, medical malpractice lawyers, child support lawyers, child abuse lawyers, and the \_\_\_<sup>14</sup>.
11. For every type of case, there is almost always a lawyer who specializes in \_\_\_<sup>15</sup>.
12. As \_\_\_<sup>16</sup> see, it is difficult to choose a single type of law to practice.
13. \_\_\_<sup>17</sup> you need to do is think long and hard about \_\_\_<sup>18</sup> specific interests.
14. \_\_\_<sup>19</sup> type of law you want to practice, you will be able to find a specialty for \_\_\_<sup>20</sup>.

**Exercise 4.** Revise countable/ non-countable nouns and their determiners/ quantifiers. Choose the noun type used and put tick to confirm your choice:

*Countable Noun – C; Non-countable Noun – NC*

<b>№</b>	<b>Expression</b>	<b>C</b>	<b>NC</b>
1	There have been many technological advances.	...	...
2	Neither solution is acceptable.	...	...
3	How much money have you got?	...	...
4	The majority of employees have university degrees.	...	...
5	It's a bit of a nuisance.	...	...
6	I've seen "Gone with the Wind" several times.	...	...
7	Jennifer has little patience.	...	...
8	He's got only a few friends. (not a lot, but enough)	...	...
9	He is among very few people I can trust. (not enough)	...	...
10	He isn't taking any chances.	...	...
11	Hurry up; there's little time left! (not enough)	...	...
12	We have a little time to spare, so let's have a cup of coffee.	...	...
13	Both men and women complained about the advertisement.	...	...
14	The noise was more than I could bear.	...	...
15	Here's some news you might be interested in.	...	...
16	He does a lot of travelling in his job.	...	...
17	The police want to interview every witness about the theft.	...	...
18	Remember all that trouble we had with the police last year?	...	...
19	The judge cleared the court of all but herself and the witness.	...	...
20	Half an hour in his company is quite enough!	...	...

**Exercise 5.** Compare the adjectives. Give comparatives and superlatives:

<b>Positive</b>	<b>Comparative</b>	<b>Superlative</b>
busy	.....	.....
clever	.....	.....
noble	.....	.....
sincere	.....	.....
little	.....	.....
far	.....	.....
late	.....	.....
interesting	.....	.....
quiet	.....	.....
complex	.....	.....





## It is interesting to know

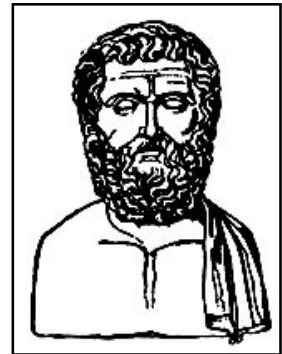
From <http://www.duhaime.org/>

### Great Lawyers Every Law Student Should Know

**1. Hammurabi** (1810-1750 BC). Hammurabi gets most of the credit for law since codification began with him. He polished Babylonian justice, mostly inherited from tribal customs, perhaps the most important of which was the freedom to, and state enforcement of, contract. But far more importantly, Hammurabi saw the need to extend Babylon laws and customs to his new territories and for that, he commissioned the writing of a code of laws to guide the people and define their duties. This Code was drawn up in one set which has mostly survived to this day; 44 of the 49 columns of the legislation are set out on a monument about the height of a person.



**2. Solon** (630-560 BC). Solon, a reluctant law-maker, the poet, was selected by Athenians to be the mediator of a dispute between the rich landowners of Athens, and their serfs. All classes had great respect for his judgment, reason and fairness, and Solon was given carte blanche to rewrite the laws and the constitution of the Athenian state. He repealed Draco's laws and allowed capital punishment only for a limited number of serious offences, such as murder or military or political offenses against the state. He gave the right of representation, of every person to claim redress on behalf of another to whom wrong was being done. Solon's revolutionized the law of wills and of estates, extending for the first time some freedom of distribution by will. In the area of family law, he first prohibited dowries.

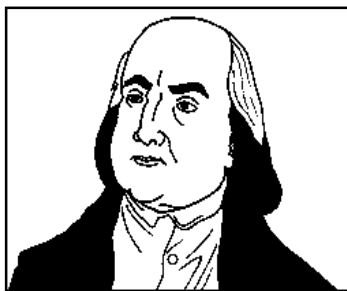


**3. Adams, John** (1735-1826). Adams spoke out against legislation imposed by the British government on her-then American colonies, such as the tax on glass and tea. He joined with other lawyers to form the Sons of Liberty to oppose the British Stamp Act. In 1774, he stood up for independence and served as state representative to the



Continental Congress. By 1775, he was recognized as a skilled architect of democratic government. In that capacity, he signed the Declaration of Independence in 1776 and commented on the draft constitution of North Carolina and helped to draft the Constitution of the State of Massachusetts. In 1796, Adams became the 2nd president of the United States.

**4. Jeremy Bentham** (1748-1832). English legal reformer, Bentham got his law degree from Oxford but never practiced. Bentham published *Introduction to the Principles of Morals and Legislation* in 1789 which introduced the principles of utilitarianism in England (the belief that the aim of the individual and the legislator in the conduct of society should be to achieve the greatest happiness for the greatest number). Amongst his popular ideas was a complete reform of the British criminal laws including a large reduction of crimes which were punishable by death penalty (or capital punishment).



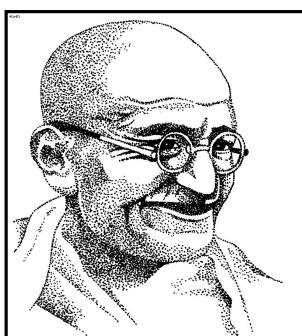
**5. Robespierre, Maximilien** (1758-1794). This French lawyer is often referred to as the architect of the French Revolution, which started in 1789. Robespierre found a niche for his personal belief that government ought to be an unalienable right of the people, and not the exclusive domain of monarchy or such similar hereditary peer system. He was a member of the National Assembly which passed the Declaration of the Rights of Man on August 26, 1789, based upon the model of the US Bill of Rights. For all his protestations against the abuses of monarchy, he was a firm believer and proponent of ruthless state violence.



**6. Lincoln, Abraham** (1809-1865). The son of a carpenter, Lincoln became a lawyer and was a member of the Illinois legislature for eight years and represented clients throughout his state with a zeal that caused his law partner to say of him: "His ambition was a little engine that knew no rest." He was the American president during the American Civil War and chief architect of the demise of the Confederate forces and slavery. In 1854, he had publicly declared that slavery should be abolished. In 1863 he issued the Emancipation Proclamation that declared slaves in the Confederacy free.



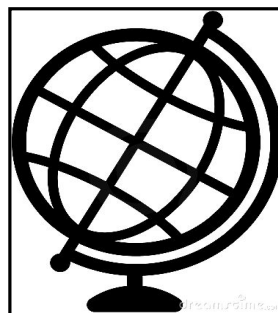
**7. Mohandas Karamchand Gandhi** (1869-1948). He was a political and ideological leader of India during its independence movement. He pioneered *Satyagraha*, mass civil resistance to tyranny. His philosophy was firmly founded upon *ahimsa* (nonviolence) and helped India gain independence and inspired movements for civil rights and freedom across the world.





## It is interesting to know: Some facts about Constitutions

1. A constitution is a set of fundamental principles or established precedents according to which a state or other organization is governed.
2. The Constitution of India (1950) is the longest written constitution of any sovereign country in the world, containing 444 articles and 94 amendments.
3. The United States Constitution (1787) is the shortest written constitution with 7 articles and 27 amendments.
4. Excavations in modern-day Iraq in 1877 found evidence of the earliest known code of justice, issued by the Sumerian king Urukagina of Lagash (2300 BC).
5. The oldest special code of written laws still known to exist seems to be the Code of Ur-Nammu of Ur (ca 2050 BC).
6. Some of the better-known ancient law codes include the code of Lipit – Ishtar of Isin (1924 BC), the code of Hammurabi of Babylonia (1700 BC), the Hittite code (1650–1100 BC), the Assyrian code (1075 BC) and Mosaic law contained in the Torah or Five Books of Moses.
7. In 621 BC Draco codified the cruel oral laws of the city-state of Athens; this code prescribed the death penalty for many offences.
8. In 594 BC Solon created the new Solonian Constitution of Athens, so as to ease the burden of the poor, and determine membership of the ruling class to be based on wealth (plutocracy), rather than by birth (aristocracy).
9. Aristotle (ca 350 BC) was one of the first in recorded history to make a formal distinction between ordinary law and constitutional law, establishing ideas of constitution and constitutionalism, and attempting to classify different forms of constitutional government.
10. The first codified constitution of Rome (450 BC) was The Laws of the Twelve Tables.
11. Roman law was never reorganized into a single code until the Codex Theodosianus (AD 438) which was a compilation of the laws of the Roman Empire under the Christian emperors since 312.
12. The Edicts of Ashoka established constitutional principles for the 3rd century BC Maurya king's rule in Ancient India.
13. The first Germanic law codes to be written was the Visigothic Code of Euric (AD 470 – 480).
14. Japan's Seventeen-article constitution (AD 604) by Prince Shōtoku is an early example of an Asian constitution in Asian influenced by Buddhism.





### The Present Perfect Tense

**form = has/have + past participle**

It is used in Positive, Negative or Questions; it has Active or Passive forms

**1. Unspecified Time Before Now (Indefinite Past)** – the Present Perfect is used to say that an action happened at an unspecified time before now. The exact time is not important, thus you can't use specific time expressions here. ● You can use the Present Perfect with unspecific expressions such as: *ever, never, once, many times, several times, before, so far, already, yet, etc.*

E.g.: I think I have met him once before.

E.g.: People have not traveled to Mars yet.

It is best to associate Present Perfect with the following topics:

1) Experience: use the Present Perfect to describe someone's experience or the lack of certain experience.

E.g.: I have been to France several times, but I have never been to Nice.

● Sometimes, we want to limit the time we are looking in for an experience, so we can do this with expressions such as: *in the last year (means from 365 days ago until now), in the last week, this week, this month, so far, up to now, etc.* E.g.: I have been to Mexico in the last year.

2) Change Over Time: use the Present Perfect to talk about change that has happened over a period of time.

E.g.: The government has become more interested in education issues.

3) Accomplishments: use the Present Perfect to list the accomplishments of individuals and humanity, but never use or mention a specific time.

E.g.: Judges have ruled many decisions.

4. An Uncompleted Action You Are Expecting: use the Present Perfect to say that an expected action has not happened, but we are still waiting for the action to happen.

E.g.: Susan hasn't mastered her Russian, but she can communicate.

**2. Duration From the Past Until Now (Unfinished Past)** – with Non-Continuous Verbs and non-continuous uses of Mixed Verbs, we use the Present Perfect to show that something started in the past and has continued up until now with such durations as *for five minutes, for two weeks, since Tuesday, etc.* E.g.: I have had a cold for two weeks.

Exceptions: the words *live, work, teach, and study.*

**The placement for grammar adverbs** such as: *always, only, never, ever, still, just, etc.* E.g.: You have only seen that movie one time.



## Your Training Exercises



**Exercise A:** Form the Present Perfect Tense verb-form for each verb in parentheses to complete the given sentences:

1. I \_\_\_<sup>1</sup> (work) as a secretary for two years with a gloomy perspective for a promotion.
2. I \_\_\_<sup>2</sup> (write not) my report yet. Police are still appealing for witnesses to the accident to come forward.
3. He \_\_\_<sup>3</sup> (have) a car accident, that's why he is in the hospital.
4. Patrick \_\_\_<sup>4</sup> (achieve) a lot in his life. His experiences make him the person he is now.
5. The Irish police \_\_\_<sup>5</sup> (arrest) two men in connection with the robbery.
6. I \_\_\_<sup>6</sup> (know) this politician for a long time.
7. We \_\_\_<sup>7</sup> (become) friends since we became neighbors.
8. For more than five generations, members of my family \_\_\_<sup>8</sup> (be) lawyers.
9. The critics \_\_\_<sup>9</sup> (praise) the movie "Saving Private Ryan" since it came out and they continue to do so.
10. Chinese \_\_\_<sup>10</sup> (become) one of the most popular courses at the university since the Asian studies program was established.
11. We \_\_\_<sup>11</sup> (have) many major problems while working on this project.
12. She graduated from university less than three years ago. She \_\_\_<sup>12</sup> (work) for three different companies so far.
13. There \_\_\_<sup>13</sup> (be) many earthquakes and tsunami in Japan in the last year.
14. The Coalition army \_\_\_<sup>14</sup> (attack) that Libyan city of Zintan five times at least. Italian officials \_\_\_<sup>15</sup> (estimate) that some 1,000 Libyans were killed.
15. Several houses \_\_\_<sup>16</sup> (be destroyed) and a mosque minaret was also brought down, Abdulrahmane Daw told the news agency by phone.
16. BBC news reports that a spokesman for rebels in Misrata, Libya, \_\_\_<sup>17</sup> (describe) the situation as "a catastrophe".
17. Since its birth in the United States in the 1970's, hip-hop as an art form \_\_\_ gradually \_\_\_<sup>18</sup> (spread) to all corners of the globe.
18. Police said Thursday they \_\_\_<sup>19</sup> (arrest) a Hungarian man at Narita airport for allegedly attempting to smuggle illegal drugs into Japan.
19. Japanese prosecutors demanded life imprisonment Tuesday for a man who \_\_\_<sup>20</sup> (admit) raping and killing a British woman, reports said.



**Exercise B:** Change Active italicized parts of the sentences into Passive ones not changing the intended meaning and the verb tense:

*Example:* Many curious people *have visited* that trial.

That trial *has been visited* by many curious people.

1. I thought she was famous, *but none of my friends have ever heard of her.*

**Passive:** \_\_\_\_\_

2. Rupert Murdoch tried to quell the uproar over a phone-hacking scandal *that has claimed his top two newspaper executives and put pressure on police and politicians,* the British newspapers reported on Saturday.

**Passive:** \_\_\_\_\_

3. *U.S. and Romanian police have arrested more than 100 people in a year-long effort to stop Internet fraud schemes* that have cost Americans more than \$100 million, the U.S. Justice Department said on Friday.

**Passive:** \_\_\_\_\_

4. *Apple Inc has plugged a hole in the software that runs iPhones, iPads and iPod Touch music players* that could allow hackers to take remote control of those devices.

**Passive:** \_\_\_\_\_

5. *Taiwan's TSMC has begun trial manufacturing of next generation chips for Apple Inc's mobile devices in a sign* that the iPad maker is shifting from its traditional chip supplier, Samsung Electronics.

**Passive:** \_\_\_\_\_

6. Making money from social networks is the Holy Grail for tech startups, and a Moscow firm reckons *it has found a way to do so* by creating a front-to-back restaurant management system that includes a loyalty scheme.

**Passive:** \_\_\_\_\_

7. *The Syrian government has banned most foreign media and restricted local coverage,* making it difficult to independently communicate.

**Passive:** \_\_\_\_\_

8. Although Thursday night's crash left only one woman with minor injuries, *the National Transportation Safety Board has elevated its investigation to the agency's highest level,* reflecting the severity of damage to the aircraft.

**Passive:** \_\_\_\_\_

9. Board spokesman Peter Knudson said yesterday *that the agency has already sent the flight data and cockpit voice recorders from Delta Flight 266 and Atlantic Southeast Flight 4904 to its labs in Washington.*

**Passive:** \_\_\_\_\_



**Exercise C:** Put questions to each of the given sentences. Mind the *italicized* Present Perfect verb forms, use them in questions:

1. Mexican authorities *have detained* politicians in several high-profile organized crime cases in recent years, including money laundering.

**Question:** \_\_\_\_\_

2. Libya's civil war *has fallen* into a stalemate since the mass uprising seeking to oust its ruler Moammar Gadhafi broke out in mid-February.

**Question:** \_\_\_\_\_

3. Rebels *have set up* an interim administration in the eastern city of Benghazi and seized control of the port city of Misrata.

**Question:** \_\_\_\_\_

4. Brazil *has begun* building four diesel-powered submarines as part of a 2008 agreement with France that includes the future construction of Latin America's first nuclear submarine.

**Question:** \_\_\_\_\_

5. Officials *have said* the submarines will be used to protect Brazil's large offshore oil reserves and exploration platforms.

**Question:** \_\_\_\_\_

6. Ultra-Orthodox activists *have repeatedly staged* protests since Jerusalem municipal parking lot opened on the Jewish Sabbath two years ago.

**Question:** \_\_\_\_\_

7. Witnesses say Syrian pro-government protesters *have attacked* the U.S. embassy compound in Damascus, causing damage.

**Question:** \_\_\_\_\_

8. Human rights groups estimate that more than 400 people *have been killed* in Syria since mid-March as the President Bashar Assad regime *has tried* to crush the uprising.

**Question:** \_\_\_\_\_

9. Syria *has banned* foreign journalists and prevented coverage of the conflict, making it nearly impossible to independently verify accounts coming out of the country or to gauge the strength of the protest movement in one of the most authoritarian regimes in the Middle East.

**Question:** \_\_\_\_\_

10. A new video game about the ongoing drug war in Mexico *has turned* into a true border fight, with critics claiming it portrays the United States' neighbor to the south in a bad light.

**Question:** \_\_\_\_\_



**Exercise D:** Put the *italicized* sentence into a negative form. Mind the Present perfect verb forms, use them in a negative form:



*Example: They have married, because they didn't love each other. That was a marriage of convenience// They haven't married, because they loved each other. That was a marriage of convenience.*

1. *They have come to amicable conclusions on all matters. Both of them felt uncomfortable and they decided to end their unhappy marriage.*

**Negative:** \_\_\_\_\_

2. *Anthony Plum has been released from a Florida jail, 12 days after he was convicted of murder of two young Mexicans.*

**Negative:** \_\_\_\_\_

3. *During the past three years, the FBI has captured dozens of fugitives now wanted for stealing hundreds of millions of dollars from the U.S. healthcare program. This data reflects the difficulty in catching Spanish-speaking suspects who head south to Latin American countries to avoid prosecution.*

**Negative:** \_\_\_\_\_

4. *The tally of fugitives charged with healthcare fraud here has decreased since 2008, when The Miami Herald first reported on the phenomenon of Cuban immigrants joining the Medicare rackets and fleeing to evade trial.*

**Negative:** \_\_\_\_\_

5. *Business has improved in the last two months, mostly with homeowners buying plumbing parts, light bulbs, and other items for do-it-yourself projects.*

**Negative:** \_\_\_\_\_

6. *The investigators have asked the FBI and the Drug Enforcement Administration for details about the alleged informants from the Mexican drug cartels. They will do that later this afternoon.*

**Negative:** \_\_\_\_\_

7. *The avalanche has devastated the skiing industry in the area. The island is very busy during the tourist season.*

**Negative:** \_\_\_\_\_

8. *She has been able to play tennis since she broke her arm. She is in the hospital now.*

**Negative:** \_\_\_\_\_

9. *The government has refused to rescue the company from bankruptcy. There was a fear of mass protests and public disobedience.*

**Negative:** \_\_\_\_\_





**Exercise E:** Fill in the gaps with the appropriate multiple choice option from the verb forms given under each of the sentences:

1. The kidnappers of the American woman in the southern Philippines \_\_\_ \_\_\_<sup>1</sup> her family by mobile phone demanding a ransom. *a) haven't called; b) hasn't called; c) have called; d) has called*

2. Kidnappings for ransom \_\_\_ long \_\_\_<sup>2</sup> a problem in the impoverished region of Philippines and are blamed mostly for beheadings and bombings.

*a) has been; b) have been; c) hasn't been; d) haven't been*

3. A Spanish lawyer \_\_\_ formally \_\_\_<sup>3</sup> Barack Obama of crimes against humanity for ordering the assassination of Osama bin Laden.

*a) hasn't accused; b) have accused; c) has accused; d) haven't accused*

4. A senior Scotland Yard officer \_\_\_ \_\_\_<sup>4</sup> that News International executives are being investigated for any alleged role in covering up the extent of "industrial scale" phone hacking.

*a) have told; b) haven't told; c) hasn't told; d) has told*

5. Sir Paul Stephenson \_\_\_ \_\_\_ \_\_\_<sup>5</sup> as the man to return stability to the UK's largest and most important police force after years of in-fighting.

*a) haven't been seen; b) have been seen; c) has been seen; d) hasn't been seen*

6. Sir P. Stephenson \_\_\_ \_\_\_<sup>6</sup> as Commissioner of the Metropolitan Police.

*a) has resigned; b) hasn't resigned; c) have resigned; d) haven't resigned*

7. The long-awaited handover of security control from NATO to Afghan forces \_\_\_ \_\_\_<sup>7</sup> in a process designed to eventually allow foreign troops to leave Afghanistan.

*a) haven't begun; b) hasn't begun; c) have begun; d) has begun*

8. The Vatican \_\_\_ \_\_\_<sup>8</sup> a Chinese bishop appointed without its authority while condemning the authorities for forcing four bishops loyal to Rome to attend his ordination.

*a) has excommunicated; b) have excommunicated; c) hasn't excommunicated; d) haven't excommunicated*

9. Hosni Mubarak's lead doctor denies claims that the deposed Egyptian president \_\_\_ \_\_\_<sup>9</sup> a stroke or fallen into a coma.

*a) haven't suffered; b) have suffered; c) has suffered; d) hasn't suffered*

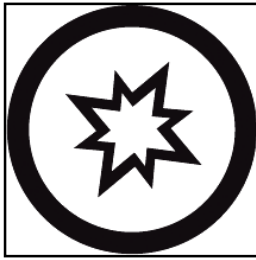
10. The Jordanian authorities \_\_\_ \_\_\_<sup>10</sup> four police officers on suspicion of using excessive force against pro-democracy protesters and journalists.

*a) hasn't detained; b) has detained; c) have detained; d) haven't detained*





**Exercise F:** This survey contains questions about community and neighborhood crime, prevention measures and causes of crime.



*Please rate how serious the level of crime is in your community (city, town, area). Answer these questions:*

1. Has the level of crime in your community increased, stayed about the same, or decreased in the past three years?

**Answer:** \_\_\_\_\_

2. Has the level of police protection in your community increased, stayed about the same, or decreased over the past three years?

**Answer:** \_\_\_\_\_

3. Has the number of police patrols increased, stayed about the same, or decreased over the past three years?

**Answer:** \_\_\_\_\_

4. Have your local government ever launched a neighborhood crime watch program?

**Answer:** \_\_\_\_\_

5. Have you ever participated in any neighborhood crime watch projects?

**Answer:** \_\_\_\_\_

6. How safe do you feel in your community? Have you ever been a victim of any crime in your community in the past three years?

**Answer:** \_\_\_\_\_

7. Have you purchased a gun for protection from crime?

**Answer:** \_\_\_\_\_

8. Have you purchased a dog for protection from crime?

**Answer:** \_\_\_\_\_

9. Have you ever had any problems while going out at night?

**Answer:** \_\_\_\_\_

10. Have you ever experienced any fears while going out at night?

**Answer:** \_\_\_\_\_

11. Criminologists have provided numerous studies on crime and its causes in the past decades. Scientists haven't come to any common decision yet. Choose the most and the least reliable theories from those listed below. Put tick to confirm and add your short comments to prove your personal choice:

a) *Biological theories* (Cesare Lombroso, W. H. Sheldon, Hans Eysenck) \_\_\_

b) *Race, ethnicity, immigration theories* (Robert J. Sampson)\_\_\_\_\_

c) *Early life or Family theories* (James Q. Wilson, Richard Herrnstein)\_\_\_\_\_

d) *Broken homes and attachment theories* (Joan McCord)\_\_\_\_\_

e) *Intergenerational transmission theories* (Lee Robins)\_\_\_\_\_

- f) *Developmental theories of crime and delinquency* (T. P. Thornberry) \_\_\_\_\_
- g) *Gender and the Life-Course Theory of Crime* (Kelly Moulton) \_\_\_\_\_
- h) *Social control theories of crime* (Albert J. Reiss) \_\_\_\_\_
- i) *The Psychoanalytic Theories of Crime Causation* (Gerhard Falk) \_\_\_\_\_
- j) *Socio-economic theories of crime* (Aric Hall, Ralph C. Allen) \_\_\_\_\_
- k) *Climatic, environmental and geographical theories* (Montesquieu) \_\_\_\_\_
- l) *Cultural and societal theories* (Freud, Skinner, Piaget, Lev Vygotsky) \_\_\_\_\_
- m) *Religion and Theology Theories* (Liska, Messner) \_\_\_\_\_
- n) *Control, strain, and subcultures theories* (Durkheim) \_\_\_\_\_

**Your short comment:** \_\_\_\_\_

12. Some *biological factors* have been widely recognized as the most common key causes of crime. Please rank the given factors starting with *the Least* and ending with *the Most* likely to cause crime due to your choice:

- a) *Age* – crime is most frequent in second and third decades of life.
- b) *Gender* – males commit more overall and violent crime.
- c) *Arousal* – factors related to heart rate and skin conductance.
- d) *Body type* – muscular body type is positively correlated with criminality.
- e) *Hormones* – testosterone is positively correlated to criminality.
- f) *Biochemical markers* – low monoamine oxidase activity/ 5-HIAA levels.

**Answer:** \_\_\_\_\_

13. There have been dozens of *myths* at different times on crime and its causes. Please rank the given *myths* starting with *the Least* and ending with *the Most* likely to be true due to your personal choice:

- a) *Social structures within society may encourage citizens to commit crime.*
- b) *Subcultures have values/ attitudes that are conducive to crime/ violence.*
- c) *Both legal and illegal drugs encourage certain serious crimes.*
- d) *High crime rates are linked to neighborhood ecological characteristics.*
- e) *Media violence causes subsequent real aggressive and violent behavior.*
- f) *Crime rates depend on temperature outside, weather and season.*
- g) *The lower IQ is the higher possibility of commission of any crime is.*
- h) *Higher religious membership has lower crime rates.*
- i) *Larger family size and later birth order are associated with criminality.*

**Answer:** \_\_\_\_\_

14. What, if anything, have been done to decrease crime in your community so far?

**Answer:** \_\_\_\_\_

15. What is your age? Are you male or female? What is the highest level of education you have completed?

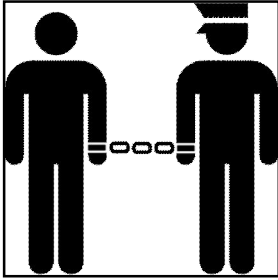
**Answer:** \_\_\_\_\_



## It is interesting to know: Crime Theories

Based on <http://faculty.ncwc.edu/>

### Crime Theories



To understand criminal justice, it is necessary to understand crime and its causes. There are basically thirteen (13) identifiable types of criminological theories. The oldest theory (biochemistry) goes back to 1876 and the last four have only been developed in the past twenty-five years.

<b>N<sup>o</sup></b>	<b>Theory</b>	<b>Causes</b>	<b>Policy</b>
1	<i>Biochemistry</i>	Age/ heredity/ vitamin deficiency/ body type/ tumor/ toxins/ brain dysfunction/ hormonal imbalance,	isolation/ treatment
2	<i>Psychology</i>	Conduct disorder/ attention deficit/ low intelligence/ psychopathy/ stress/ depression/ personal traits	treatment/ counseling
3	<i>Ecology and Climate</i>	Disorganized neighborhoods/ air pollution/ poor ecology/ climate	community empowerment
4	<i>Strain</i>	Economic goal or social level blockage/ autocracy/ plutocracy	increased opportunities
5	<i>Learning</i>	Social pressure from delinquent peers/ imitation/ reinforcement schedules/ growth of subcultures/ consumption of media violence/ militant religious sects, etc.	child-rearing/ social bonds/ more effective police control
6	<i>Control</i>	Gun politics/ drug-related politics/ socialization/ low self-control	child-rearing/ social bonds
7	<i>Labeling</i>	Discrimination/ shunning/ identity immersion/ power of majority, etc.	nonintervention/ reintegration
8	<i>Conflict</i>	Power differentials/ competition in wealth, occupation and education	increased equality
9	<i>Radical</i>	Social struggle/ poverty/ economic inequality/ unemployment, etc.	social guarantees
10	<i>Left Realism</i>	Predatory relationships/ lack of shame and conscience/ low IQ	more effective police protection
11	<i>Peacemaking</i>	Inner suffering and turmoil/ alcohol and illegal drug use, etc.	spiritual health
12	<i>Feminist</i>	Gender inequity/ patriarchy/ lack of promotion/ prejudice, bias, etc.	end sex discrimination
13	<i>Postmodern</i>	Hierarchical privileges/ language/ groups with no respect to society	more informal social control



**Exercise G:** Match 1<sup>st</sup> part of the sentence on your left with its 2<sup>nd</sup> part (completion) on your right to denote the intended meaning:

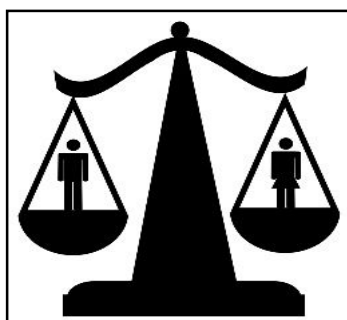
<b>1<sup>st</sup> part of the sentence</b>	<b>2<sup>nd</sup> part of the sentence</b>
1) A scene of crime is a silent spectator	a) that the offenders partake of modern knowledge and technique.
2) Cases may be won or lost depending on the manner	b) unless it has been photographed, sketched and searched.
3) If the possession of the evidence cannot be established, it is assumed	c) erroneous conclusion may be drawn and the crime may never be solved.
4) Evidence can be easily destroyed intentionally or unintentionally, by permitting the persons to wander about the scene	d) but also in the productive and necessary protection of commerce, industry and the economy.
5) If the crime scene has been tampered with,	e) have become more serious crimes to tackle with.
6) Modern technological advancement and tremendous progress in communication have facilitated criminals of every corner of the world	f) which in recent years has been specially associated with such processes as industrialization, urbanization, social mobility and the development of technology.
7) Crime has adversely affected the societies of both developed as well as developing countries	g) in which evidence has been collected, handled, preserved and identified.
8) No country has remained unaffected,	h) to commit a crime using sophisticated equipment in one place and then escape to another place.
9) Crime occurs and seems to increase with the acceleration of changes and development,	i) although the level and intensity of the problem might vary from nation to nation.
10) The significance of crime prevention services has been recognized not only in the promotion of social order and social justice	j) by impairing the quality of life, threatening human rights and fundamental freedoms and posing a serious challenge to community.
11) Kidnapping, hijacking, drug trafficking	k) that has witnessed the occurrence of the crime.
12) The methods used to commit crimes have changed in the sense	l) a particular challenge in the area of crime prevention and justice.
13) The transition from traditional to industrialized society has posed	m) that the articles has been altered or could have been altered.



**Exercise H:** Examine the extract from the newspaper article. Fill in the gaps with either Past Simple or Present Perfect tense forms:

Based on <http://www.dailymail.co.uk/news/>

### McCanns` refused to answer 40 questions during police interrogation



Gerry and Kate McCann \_\_\_<sup>1</sup> (refuse) to answer 40 questions when they \_\_\_<sup>2</sup> (be quizzed) by police about their daughter Madeleine's disappearance, Portuguese newspapers \_\_\_<sup>3</sup> (claim). In the latest of a series of attacks on the couple by local media, Kate, 39, \_\_\_<sup>4</sup> (give) evasive answers to crucial issues. Reports also suggest she \_\_\_<sup>5</sup> (be) angry and upset by the interrogation, which \_\_\_<sup>6</sup> (take place) in a police station in Portimao over two days. The comments, mainly attributed to sources close to the investigation, are the first detailed information which \_\_\_<sup>7</sup> (emerge) from Portuguese police about the interviews. Madeleine McCann \_\_\_<sup>8</sup> (die) in an accident in her family's Algarve holiday apartment and her death \_\_\_<sup>9</sup> (be covered up) by her parents who then \_\_\_<sup>10</sup> (concoct) a tale of kidnap, Portuguese reporters \_\_\_<sup>11</sup> (reveal). The senior detective \_\_\_<sup>12</sup> (say) that the police \_\_\_<sup>13</sup> (be suspicious) of the McCanns from the start of the investigation. "They \_\_\_<sup>14</sup> (disobey) our request to keep quiet about the details of their daughter's disappearance while we \_\_\_<sup>15</sup> (conduct) our investigation. Instead they \_\_\_<sup>16</sup> (turn) it into a media circus and that \_\_\_<sup>17</sup> (give rise) to some suspicion." He \_\_\_<sup>18</sup> (say) that the McCanns should \_\_\_<sup>19</sup> (face) prosecution for leaving their children alone. They should \_\_\_<sup>20</sup> (be pursued) for neglect. People \_\_\_<sup>21</sup> (be arrested) for far less, even in the UK.



#### Some Key Words to Remember:

- **amicable** – friendly behavior despite a difficult situation
- **to concoct** – to invent a story in order to deceive someone
- **to deceive** – to persuade someone that smth false is the truth; to trick
- **a neglect** – lack of enough care or attention to someone or something
- **to pursue** – to follow someone, to try to catch or kill them
- **a stalemate** – a situation in which neither group involved in an argument can win or get an advantage and no action can be taken
- **to tamper with smth** – to make changes to smth which you should not
- **to tackle with** – to try to deal with something or someone



**Exercise I:** Examine the text about *The Miranda Warning*. Fill in the gaps with the appropriate Present Perfect verb forms from the box of words below to complete each of the given sentences:

has been enshrined	have been gathered	has developed
have explained	have been obtained	have been
has been ruled	have ruled	have been offered
have not stated	have heard	have not invoked
have not waived	have been read	have been read
have been conducted	have come	have indicated

### The Miranda Warning Facts

Whether in a movie, television or real life, many millions of people \_\_\_ \_\_\_<sup>1</sup> the Miranda warning. The typical warning states: "You have the right to remain silent. Anything you say can and will be used against you in a court of law. You have the right to speak to an attorney, and to have an attorney present during any questioning. If you cannot afford a lawyer, one will be provided for you at government expense. Do you understand these rights as they \_\_\_ \_\_\_ \_\_\_<sup>2</sup> to you?" The courts \_\_\_ since \_\_\_<sup>3</sup> that the warning must be "meaningful", so it is usually required that the suspect be asked if he understands his rights. On June 1, 2010, in deciding the *Berghuis vs. Thompkins* case, the US Supreme Court declared that criminal defendants who \_\_\_ \_\_\_ \_\_\_<sup>4</sup> the Miranda rights and who \_\_\_ \_\_\_<sup>5</sup> they understand them and \_\_\_ \_\_\_ already \_\_\_<sup>6</sup> them, must explicitly state during or before an interrogation begins that they wish to be silent and not speak to police in order for that protection against self-incrimination to apply. If the criminal defendants speak to police about the incident before invoking the Miranda right to remain silent, or afterwards at any point during the interrogation or detention, the words they speak may be used against them if they \_\_\_ \_\_\_ \_\_\_<sup>7</sup> they do not want to speak to police. An arrestee's silence is not a waiver, but the Supreme Court ruled that police are allowed to interrogate suspects who \_\_\_ \_\_\_ unambiguously \_\_\_<sup>8</sup> or waived their rights, and any statement given during questioning prior to invocation or waiving is admissible as evidence. Evidence \_\_\_ in some cases \_\_\_ \_\_\_<sup>9</sup> inadmissible because of an arrestee's poor knowledge of English and the failure of arresting officers to provide the warning in the arrestee's language. Some states also add the following questions to comply with the Vienna



Convention on Consular Relations: Do you understand each of these rights I \_\_\_ \_\_\_<sup>10</sup> to you? Having these rights in mind, do you wish to talk to us now? For Miranda rule to apply six factors must be present: evidence must \_\_\_ \_\_\_ \_\_\_<sup>11</sup>; the evidence must be testimonial; the evidence must \_\_\_ \_\_\_ \_\_\_<sup>12</sup> while the suspect was in custody; the evidence must \_\_\_ \_\_\_ \_\_\_<sup>13</sup> the product of interrogation; the interrogation must \_\_\_ \_\_\_ \_\_\_<sup>14</sup> by state-agents; the evidence must \_\_\_ \_\_\_ \_\_\_<sup>15</sup> by the state during a criminal prosecution. It is important to note that aliens receive constitutional protections when they \_\_\_ \_\_\_ \_\_\_<sup>16</sup> within the territory of the United States and have developed substantial connections with this country. The concept of "Miranda rights" \_\_\_ \_\_\_ \_\_\_<sup>17</sup> in U.S. law ever since the 1966 Miranda v. Arizona Supreme Court decision, which found that the Fifth Amendment and Sixth Amendment rights of Ernesto Arturo Miranda had been violated during his arrest and trial for rape and kidnapping (Miranda was subsequently retried and convicted). As a result, American English \_\_\_ \_\_\_ \_\_\_<sup>18</sup> the verb Mirandize, meaning "read the Miranda warning to" a suspect when the suspect is arrested.

### MIRANDA WARNING

1. YOU HAVE THE RIGHT TO REMAIN SILENT.
2. ANYTHING YOU SAY CAN AND WILL BE USED AGAINST YOU IN A COURT OF LAW.
3. YOU HAVE THE RIGHT TO TALK TO A LAWYER AND HAVE HIM PRESENT WITH YOU WHILE YOU ARE BEING QUESTIONED.
4. IF YOU CANNOT AFFORD TO HIRE A LAWYER, ONE WILL BE APPOINTED TO REPRESENT YOU BEFORE ANY QUESTIONING IF YOU WISH.
5. YOU CAN DECIDE AT ANY TIME TO EXERCISE THESE RIGHTS AND NOT ANSWER ANY QUESTIONS OR MAKE ANY STATEMENTS.

**WAIVER**

DO YOU UNDERSTAND EACH OF THESE RIGHTS I HAVE EXPLAINED TO YOU?  
HAVING THESE RIGHTS IN MIND, DO YOU WANT TO TALK TO US NOW?



### Some Key Words to Remember:

- **to be enshrined in smth** – if a political or social right is enshrined in smth, it is protected by being included in it
- **evidence** – one/ more reasons for believing that smth is/ is not true
- **explicitly** – clearly and exactly
- **interrogation** – asking a lot of questions for long so as to get information
- **self-incrimination** – saying/ doing smth. which shows that you are guilty
- **suspect** – a person believed to have committed a crime
- **waiver** – an agreement that you do not have to pay or obey smth.





**Exercise J: Match adverbs/ expressions on your right with their relative sentences due to the use of Past Simple or Present Perfect:**

*Example: We waited \_\_\_ for you. (№, till half past six, PS)*

*It's a shame. We have \_\_\_ waited for you. (№, until now, PP)*

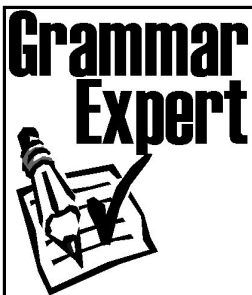
№	Sentences with missing adverbs	№	Adverbs/ expressions
1	The coroner has ___ <sup>1</sup> asked the witness some specific fact-finding questions.	1	many times
2	The policeman has ___ <sup>2</sup> arrested the suspect at the scene of the crime.	2	three months ago
3	I met him ___ <sup>3</sup> but haven't seen him since.	3	over a year ago
4	You have seen that movie ___ <sup>4</sup> . It's boring!	4	yesterday
5	Martin has crashed his car ___ <sup>5</sup> . No wonder!	5	so far
6	We made our last purchase from them ___ <sup>6</sup> .	6	just
7	The army has attacked that city five times ___ <sup>7</sup> .	7	yet
8	How did people communicate ___ <sup>8</sup> email?	8	in the last month
9	Jason hasn't called me ___ <sup>9</sup> . He must be busy.	9	again
10	We ___ <sup>10</sup> went for long walks during the summer.	10	in the days before
11	They only told me ___ <sup>11</sup> that they couldn't come.	11	two years ago
12	She has ___ <sup>12</sup> respected his point of view.	12	ever
13	Where did we ___ <sup>13</sup> meet?	13	the last minute
14	Have you ___ <sup>14</sup> driven a car with a manual drive?	14	always
15	They have gone through all difficulties ___ <sup>15</sup> .	15	ever since
16	We've made thirty-two thousand pounds ___ <sup>16</sup> .	16	ever
17	I haven't made my decision ___ <sup>17</sup> , I am sorry.	17	often
18	How ___ <sup>18</sup> have you been married?	18	only
19	We took a flight from Rome to New York ___ <sup>19</sup> .	19	for all his life
20	I have never smoked a cigarette ___ <sup>20</sup> .	20	up to now
21	I met her on Monday and haven't seen her ___ <sup>21</sup> .	21	never
22	I've ___ <sup>22</sup> seen him twice in the last ten years.	22	before
23	___ <sup>23</sup> we haven't had any idea about the changes	23	two weeks ago
24	I thought it was a well-recognized law firm but none of my colleagues have ___ <sup>24</sup> heard about it.	24	last night
25	I've ___ <sup>25</sup> heard anything so ridiculous!	25	already
26	I have read the brief of the case ___ <sup>26</sup> .	26	lately
27	She began her tour ___ <sup>27</sup> .	27	first
28	Your boss called you ___ <sup>28</sup> while you were out.	28	since
29	The old man has lived here ___ <sup>29</sup> .	29	many times
30	I bought this car ___ <sup>30</sup> . It's not the latest model.	30	twice



## It is interesting to know: Which Tense Do You Need?

Based on <http://www.ehow.com/>

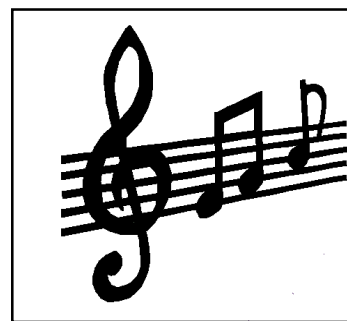
### Easy Ways to Remember Verb Tenses



- Communicating experiences of the past, present and future requires the use of three main verb tense groups: Simple, Progressive and Perfect. Simple tense expresses three basic times – simple present, simple past and simple future. These tenses describe eternal states and frequent events. Slightly more complex than simple tenses,

progressive tenses describe the ongoing nature of an action and use "to be" and the present participle (-ing); progressive tenses are grouped as present progressive, past progressive and future progressive. The continuous tenses are used when talking about a particular point in time. Lastly, perfect tenses present actions that started in the past but continue to or remain true for the present moment; these tenses are only divided into present and past.

- The **Educational Rap** website offers an innovative way to learn the names and functions of verb tenses using catchy beats and also has teaching resources to combine with verb tense rapping lessons. <http://www.educationalrap.com/song/verb-tenses.html>



- The **Musical English Lessons International** website includes a verb poem by Iris Boarder titled

"All That the Book Claims is True." <http://www.musicalenglishlessons.org/>

- The **ReadWriteThink** website recommends starting your study of tenses with reading the book; then you may discuss the story and verb tenses used in the text. <http://www.readwritethink.org/>

- You may host a classroom *Verb Tense Competition* as **Dave's ESL Cafe** suggests. The website is intended for ESL/ EFL Students and Teachers from Around the World. <http://www.eslcafe.com/>

- **Verb Tense Mnemonics** is a practical method for remembering. Two types of mnemonics that may be helpful for remembering verb tenses are *acronyms* (invented combinations of letters with each letter acting as a cue to an idea you need to remember) and *acrostics* (invented sentences where the first letter of each word is a cue to an idea you need to remember).

E.g.: a mnemonic acronym is PIT for "Progressive, -ing, to be."

E.g.: a useful acrostic is Sam's Dog Eats Super Fast Everyday for "Simple describes eternal states and frequent events."

<http://www.bucks.edu/~specpop/mnemonics.htm>



## It is interesting to know: Mnemonics – Memory Techniques

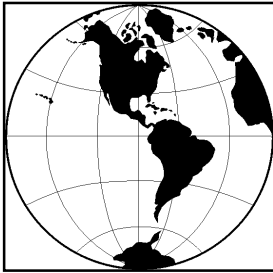
Based on <http://www.bucks.edu/~specpop/mnemonics.htm>

*These are some of techniques to memorize important information:*

<b>When to Use:</b>	<b>Technique:</b>	<b>Example:</b>
For information involving key words	<b>Acronym</b> – an invented combination of letters with each letter acting as a cue to what you need to remember	BRASS is an acronym for how to shoot a rifle – Breath, Relax, Aim, Sight, Squeeze
For information involving key words	<b>Acrostic</b> – an invented sentence where the first letter of each word is a cue to an idea you need to remember.	EVERY GOOD BOY DESERVES FUN is the order of the G-clef notes on sheet music – E,G,B,D,F.
For ordered or unordered lists	<b>Rhyme–Keys</b> – a 2-step memory process: 1) Memorize key words that can be associated with numbers (one–bun); 2) Create an image of the items you need to remember with key words. (A bun with cheese on it will remind me of dairy products.)	Food groups: <ul style="list-style-type: none"> <li>● Dairy products: one-bun-cheese on a bun.</li> <li>● Meat, fish, poultry: two-shoe-livestock with shoes.</li> <li>● Grains: three-tree-sack of grain hanging from tree.</li> <li>● Fruit and vegetables: four-door-opening a door and walking into a room stocked with fruits and vegetables.</li> </ul>
For approximately twenty items	<b>Loci Method</b> – Imagine placing the items you want to remember in specific locations in a room with which you are familiar.	To remember presidents: Place a dollar bill (George Washington) on the door, see Jefferson reclining on a sofa and Nixon eating out of the refrigerator.
For foreign language vocabulary	<b>Keyword Method</b> – select the foreign word you need to remember, identify it with the word in your native language; create some image that involves the key word or resembles the foreign word	In Spanish, the word "cabina" means phone booth. Invent an image of a cab trying to fit in a phone booth. If you recall this image, you'll thereby retrieve the meaning "phone booth."
For remembering names	<b>Image–Name Technique</b> – invent a relationship btw the name and the physical traits.	Shirley Temple – her curly (rhymes with "Shirley") hair around her temples.
For ordered or unordered lists	<b>Chaining</b> – Create a story where each word or idea you have to remember will cue the next idea you need to recall.	<i>Napoleon, ear, door, Germany</i> <b>Story:</b> Napoleon had his ear to the door to listen to the Germans in his beer cellar.



**Exercise K:** Examine the given sentences; underline the Present Perfect verb form and state whether it's Active or Passive. Change Active construction into Passive/ Passive into Active if possible:



*Example:* John has been asked to make a speech at the meeting. (Passive)

*Active:* They have asked John to make a speech at the meeting.

1. The U.S. and Russia have reached an accord that will subject Americans who adopt Russian children to closer monitoring for signs of abuse or neglect in their homes, potentially removing an irritant in the two countries' relations. \_\_\_\_\_

2. US officials have held face-to-face talks with representatives of Col Muammar Gaddafi's government, the US state department has confirmed. \_\_\_\_\_

3. It is the first time Rupert Murdoch has faced MPs in over 40 years of media ownership in the UK. \_\_\_\_\_

4. The Japanese government has banned all shipments of cattle from the Fukushima prefecture on concerns about contaminated beef. \_\_\_\_\_

5. The sale and consumption of alcohol has been banned for three days in Ecuador after 21 people died as a result of drinking adulterated liquor. \_\_\_\_\_

6. Israeli ships have stopped a boat trying to break Israel's blockade of the Gaza Strip, aid flotilla organizers say. \_\_\_\_\_

7. Egyptian state television has begun broadcasting live coverage of the corruption trials of officials who served under President Hosni Mubarak. \_\_\_\_\_

8. The Sun's website owned by News International has been tampered by a group of computer hackers called Lulz Security, which has previously targeted companies including Sony. \_\_\_\_\_

9. US President Barack Obama has held private talks with the exiled Tibetan spiritual leader, the Dalai Lama, despite strong criticism from China. \_\_\_\_\_

10. Russian prosecutors have launched a criminal investigation into two prison officials over the high-profile death of lawyer Sergei Magnitsky. \_\_\_\_\_

11. A luxury Rio de Janeiro hotel has been invaded by armed robbers robbing guests of money and phones, Brazilian police say. \_\_\_\_\_



**Exercise L:** Fill in the gaps with the appropriate adverb/ expression from the box of words below to complete each of the sentences:

for several days	lately	many times	since long ago
previously	so far	often	finally
meanwhile	recently	long	just
in the past few weeks	since	in recent months	already

1. Rio de Janeiro has \_\_\_<sup>1</sup> suffered a reputation for robberies and violence.
2. The authorities have stepped up efforts to tackle violent crime, with police units deployed \_\_\_ \_\_\_ \_\_\_<sup>2</sup> in several favelas.
3. US forces have been involved in military action in Libya \_\_\_<sup>3</sup> the UN passed resolution 1973 in March, which permitted intervention to protect Libyan civilians against Col Gaddafi.
4. \_\_\_<sup>4</sup> computer hackers have tampered with the website of The Sun, which is also owned by News International.
5. A group of hackers called Lulz Security, which has \_\_\_<sup>5</sup> targeted games companies and US government websites, claimed responsibility via Twitter.
6. What has divided officials \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>6</sup> is this: how do you get banks and pension funds to take a hit without it being declared a default?
7. The discussions follow months of anti-government protests in the Gulf kingdom of Bahrain that left more than 30 people dead. Hundreds of opposition supporters have \_\_\_<sup>7</sup> been jailed.
8. The ruling al-Khalifa family and state media has put out a number of statements \_\_\_ \_\_\_<sup>8</sup> saying this was a necessary measure to restore law and order.
9. Opposition fighters in western Libya have \_\_\_<sup>9</sup> made their most significant advance against government forces \_\_\_ \_\_\_ \_\_\_<sup>10</sup>.
10. Col Muammar Gaddafi's forces have \_\_\_<sup>11</sup> shown a fierce determination to reverse rebel gains.
11. Malaysia's civil court has \_\_\_<sup>12</sup> refused a woman permission to leave Islam to avoid being jailed for apostasy.
12. The dual-track system has created problems for people who want to convert to another religion from Islam \_\_\_ \_\_\_ \_\_\_<sup>13</sup>.
13. Some Malay Muslim groups have \_\_\_<sup>14</sup> become more vocal in demanding privileges and support from the government.
14. Ethnic and religious tensions have risen \_\_\_ \_\_\_<sup>15</sup> ahead of expected national polls.
15. Baidu, the biggest web company in China, and Microsoft have \_\_\_<sup>16</sup> co-operated on mobile platforms and English-language page results.



**Exercise M:** Read about Rick`s experiences. Use it as a template to write your own story of life and experiences. Mind the use of tenses:

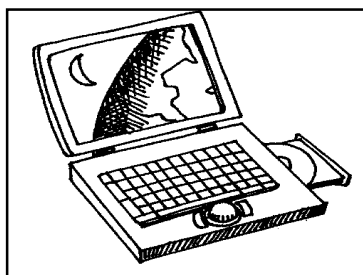
Based on Prof. Rick Shur's ESL and Computer Handouts <http://eslprof.com/handouts/>

### **Rick`s Experiences**



Rick has lived an interesting life so far. He has traveled, tried new experiences, learned different skills. And he has had dramatic moments in his 25 years.

As much as Rick loves his home in Manhattan, he has ventured out of town on occasion. He has been all over the United States. He has been to Los Angeles, San Diego and San Francisco twice. He went to San Diego in 2007 to make videotape for a publisher. He was in San Francisco in 2008 to interview a writer who knew Ernest Hemingway when he was younger. In 2009, Rick went to the Midwest, and he visited Chicago, Pittsburgh, Cincinnati and Detroit. He has also been to Florida several times. He went there in 2004 to visit a friend and another time in 2009 to see his cousin in Miami. Unfortunately, Rick has never been to Europe, but he hopes to go someday. On the other hand, he's been to Asia, both to China and Japan. He went to China in 2006 to attend an educational conference and to Japan a week later to visit an old college friend. What's more, he's been to Mexico three times, first as an exchange student and twice on vacation. In his travels, Rick has been on a jet and a small plane, but he has never been on a ship or in a helicopter. He would like to take a cruise someday if he ever earns enough money to afford a nice one, and he would love to see Manhattan by helicopter someday too.



Rick has spent his life learning different things. He learned to type when he was ten because his third grade teacher couldn't read his handwriting. He learned how to program a computer in 1990, in the early years of personal computers, when the Apple II worked with only 64K. He learned how to program an Apple and the old-fashioned IBM, and recently, he has been learning how to program the newer machines, in Visual Basic. Rick has learned several languages besides those for programming. When he was 16, he lived in Mexico with a Mexican family, as an exchange student, so he learned Spanish at that time. He has studied French and German, but he hasn't learned to speak them as well as he speaks Spanish. What's more, he

knows a little Russian and Chinese but not well enough to go shopping in Moscow or Beijing. He learned to swim when he was six years old, and he has swum constantly since then.

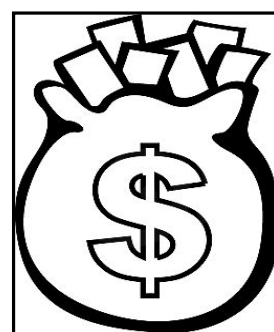
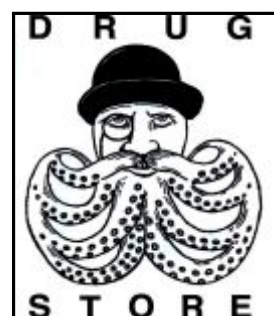
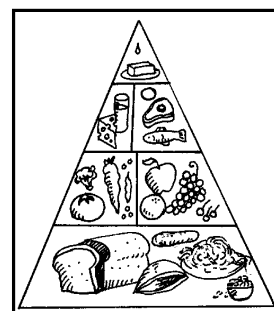
Rick is very adventurous when it comes to food. He has tried almost every kind of cuisine, including Chinese, Japanese, Thai, Mexican, Dominican and African food. He has drunk many kinds of liquor, including tequila, pulque and aguardiente, but he has never eaten the worm that sometimes comes in a bottle of tequila. He was invited to eat dog at a Korean restaurant when he was in Beijing, but he politely declined.

Like all people, Rick has experienced many things, some of them dramatic and not too pleasant. He was mugged on Avenue B back in 2005 by two men with knives. They took his money but not his life, thank God. Rick has never been in a hospital, except to visit sick relatives. But

as a child, he had the measles, mumps, chicken pox and several other diseases. He got better from each of them, and he has never had a serious illness since childhood except for hepatitis, which he caught in Zihuatanejo, Mexico, probably from some undercooked seafood. Rick has never had a serious problem with drugs or alcohol, although in those days, he once smoked marihuana when he was in college. Now, as an adult, he takes only the medicine that he can buy at Duane Reade or CVS.

Fortunately, in addition to bad experiences, Rick has had many happy ones. He won a hundred dollars one Halloween at a Stupid Costume Contest in a bar. His costume was the Statue of Liberty. He had a foam rubber crown that cost him a dollar, a flashlight for Liberty's torch, and a magazine for her tablet. Everybody agreed that it was the worst and stupidest costume they had ever seen, so he won the first prize. Rick has found money several times. Once, he found \$120 on a subway platform, which he kept. He also found five dollars in his building's lobby a few years ago, which he also kept. Rick is generally an honest person, but he doesn't think that it's possible to return lost money in New York City.

Rick is just 25, so his life is probably only quarter over because he plans to live to be 112. He expects to have a lot more interesting experiences in the next years of his life to come!





**Exercise N: Do you need any help with writing your story of life?**

Answers to these questions might be of some help to you:



*Present Perfect tense is widely used to talk about our experiences. It is important whether we've done something or not, no matter when we did it.*

1. Have you prepared yourself somehow to become a law student? \_\_\_\_\_
2. What have you learned from life that makes you who you are today? \_\_\_\_\_
3. Have you ever done anything to further your life experiences? \_\_\_\_\_
4. Have you ever been in an accident, or had a friend or relative who was in an accident? \_\_\_\_\_
5. Have you ever been a victim of any crime? \_\_\_\_\_
6. Have your civil rights ever been violated? \_\_\_\_\_
7. Have you ever been a victim of a cruel practical joke? \_\_\_\_\_
8. Have you ever been really sick? If so, what was wrong with you and how long did it take you to recover (... or have you fully recovered)? \_\_\_\_\_
9. Have you ever had any legal troubles yourself? If so, when and what kind of trouble was it? \_\_\_\_\_
10. Have you ever lost anything that was valuable? (worth a lot of money). \_  
\_\_\_\_\_
11. Have you ever lost anyone who was precious/ valuable (important) to you, like a friend, relative or pet? \_\_\_\_\_
12. Have you ever been hurt by anyone? If so, how did you cope with it? \_  
\_\_\_\_\_
13. Have you ever done anything stupid? If so, what did you learn from your mistake? \_\_\_\_\_
14. Have you had any wonderful experiences in your life so far? \_\_\_\_\_
15. Have you ever traveled abroad? If so, where have you been so far? \_  
\_\_\_\_\_
16. Have you ever tried to discover your home country? How many places inside your country have you visited? \_\_\_\_\_
17. What places have you been to that you really liked the best? \_\_\_\_\_
18. Have you ever done anything exciting in your life? \_\_\_\_\_
19. Have you ever met anyone 100% extraordinary in your life? \_\_\_\_\_
20. Have you ever won a prize, money, or a competition of any kind? \_  
\_\_\_\_\_
21. Have you had any experience of a team work? If so, what qualities would you expect of persons working as a team? What team projects have you already worked on? \_\_\_\_\_





**Exercise O:** Do you need any help with writing your story of life?  
Build up your own questions with the help of ideas offered below:

Question Pattern:

(Wh Q) + Have + (I, you, we, they) + adverb + the past participle...?

(Wh Q) + Has + (he, she, it) + adverb + the past participle...?

Pool of Ideas	
eat / dog or snake or octopus	visit / the Lantau Buddha
win / a prize in a competition	meet / a famous person
go / the Ocean Park	have / food poisoning
fly / Beijing	lose / a wallet or passport
break / the law	see/ a UFO
get lost / in a foreign country	date/ someone special
climb / Tai Mo Shan	make / a statement to the police
travel / to Taiwan or Russia	drink / too much in a pub or at a party
break / an arm or leg	see / the Great Wall of China
go / English-speaking country	go / scuba diving or snorkeling
play/ tennis or soccer	go / for a drink in Lan Kwai Fong
win/ the lottery	reveal/ one's secret
keep/ a hush-hush secret	see/ a ghost
meet/ a movie star	fly/ a kite
catch/ a fish or deer	attempt/ a hacking attack
make/ a hash of smth (spoil)	speak/ Chinese language



### Have Fun! Lawyer Jokes!

Experience is a great teacher, especially if it's someone else's, who's learning from his own mistakes.

*Law of Queues:* The Queue you have left will move faster than the queue which you are in.

*Law of Mechanics:* Whenever there is grease in your hands, your nose starts to itch terribly.

*Law of Reach ability:* A coin dropped down will reach the most unreachable corner possible.

*Law of Encounter:* Probability of meeting a Known person is high when you are with someone you are not supposed to be.

*Law of Telephone:* When dialing a wrong number, it will never be engaged.

*Law of Right Bite:* When holding a DVD in one hand and food in the other, remember which hand has what when you take a bite.



### The Past Perfect Tense

**Form = had + past participle**

It could be Active or Passive; it is used in Positive, Negative and Questions.

**1. Completed Action Before Something in the Past** – the Past Perfect expresses the idea that something occurred before another action in the past. It can also show that something happened before a specific time in the past.

E.g.: Tony had never been to New York before last month.

E.g.: Tony knew Istanbul so well because he had visited it several times.

**2. Duration Before Something in the Past (Non-Continuous Verbs)** – the Past Perfect is used to show that something started in the past and continued up until another action in the past with Non-Continuous Verbs and some non-continuous uses of Mixed Verbs.

E.g.: We had had that car for ten years before it broke down.

E.g.: They felt bad about selling the house because it had been owned by them for more than forty years.

**Important:**

- Unlike with the Present Perfect, it is possible to use *specific time words or phrases* with the Past Perfect. Although this is possible, it is usually not necessary.

E.g.: She had visited her Japanese relatives once in 1993 before she moved in with them in 1996.

- If the Past Perfect action did occur *at a specific time*, the Simple Past can be used instead of the Past Perfect when "before" or "after" is used in the sentence. The words "before" and "after" actually tell you *what happens first*, so the Past Perfect is *optional*. For this reason, both are correct:

E.g.: She had visited her Japanese relatives once in 1993 before she moved in with them in 1996. E.g.: She visited her Japanese relatives once in 1993 before she moved in with them in 1996.

**However:**

- If the Past Perfect is not referring to an action *at a specific time*, Past Perfect is *not optional*. But if the Past Perfect is referring to *a lack of experience rather than an action at a specific time*, Simple Past is not used.

E.g.: She had never seen a bear before she moved to Alaska.

- With the Past Perfect we may use such **adverbs** as: *always, only, never, ever, still, just, etc.*



## Your Training Exercises



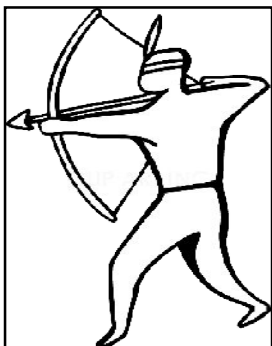
**Exercise A:** Form the Past Perfect Tense verb-form for each verb in parentheses to complete the given sentences:

1. The bomb \_\_\_<sup>1</sup> (explode) when the police arrived.
2. I \_\_\_<sup>2</sup> (not hear) of the victim until I read about her death in the newspaper.
3. She \_\_\_<sup>3</sup> (be) in London for five years before she met her husband.
4. She \_\_\_<sup>4</sup> (enjoy) the movie before some noisy people sat down.
5. When you were born, the Internet already \_\_\_<sup>5</sup> (be invented).
6. He \_\_\_<sup>6</sup> (work) at the University for thirty years before he retired.
7. Ms Tracy said she \_\_\_<sup>7</sup> (publish) her first detective story 10 years before.
8. When Sara got home last night, she found that somebody \_\_\_<sup>8</sup> (break) into her house.
9. The man sitting next to me on the plane was very nervous. He \_\_\_<sup>9</sup> (not fly) before.
10. At first I thought I \_\_\_<sup>10</sup> (do) the right thing, but soon I realized that I \_\_\_<sup>11</sup> (make) a serious mistake.
11. Karen didn't want to come to the cinema with us because she \_\_\_ already \_\_\_<sup>12</sup> (see) the movie.
12. We \_\_\_<sup>13</sup> (not reached) the police station when it began to rain.
13. He \_\_\_<sup>14</sup> (be away) for several months before his first letter came.
14. I \_\_\_<sup>15</sup> (write) the report by two o'clock and went home.
15. I could not remember what \_\_\_<sup>16</sup> (be said) about that accident.
16. She confessed to her husband that she \_\_\_<sup>17</sup> (sell) most of their family's valuables for nothing.
17. Some students were in black moods, because they \_\_\_<sup>18</sup> (fail) their final exam.
18. She admitted that she \_\_\_<sup>19</sup> (steal) the money from her employers.
19. All his life he \_\_\_<sup>20</sup> (dream) to become a professional stuntman, but then he got into a car accident.
20. We \_\_\_<sup>21</sup> (not know) anything about it until she finally explained everything.
21. We \_\_\_ hardly \_\_\_<sup>22</sup> (go) to bed when somebody knocked at the door.





**Exercise B:** Put the verb in brackets into Past Simple or Past Perfect to complete the given sentences:



*Example:* I got up late because I \_\_\_ (forget) to set my alarm clock. *key* = had forgotten (PP)

1. When she \_\_\_<sup>1</sup> (hear) the noise she turned to see what it was.
2. When I saw her I knew we \_\_\_<sup>2</sup> (never meet) before.
3. When I looked at the sparkling Fiat car I could see that somebody \_\_\_<sup>3</sup> (drive) into the back of it.
4. The trial \_\_\_<sup>4</sup> (start already) when the court reporter rushed up the stairs to the courtroom.
5. The doctor \_\_\_<sup>5</sup> (examine) her leg and \_\_\_<sup>6</sup> (find) that she \_\_\_<sup>7</sup> (break) it.
6. He \_\_\_<sup>8</sup> (claim) that the way he \_\_\_<sup>9</sup> (be treated) was a gross violation of his civil, constitutional and human rights.
7. I was frightened because the police \_\_\_<sup>10</sup> (stop) and \_\_\_<sup>11</sup> (search) my vehicle without any reasonable grounds for it.
8. Mike was feeling very thirsty because he \_\_\_<sup>12</sup> (drink) too much alcohol the night before.
9. I told the police officer twice that I \_\_\_<sup>13</sup> (not know) the suspect and the relative circumstances of his offence.
10. I also told him I \_\_\_<sup>14</sup> (not know) who \_\_\_<sup>15</sup> (steal) that damn car!
11. I \_\_\_<sup>16</sup> (pay) for the window because my son \_\_\_<sup>17</sup> (break) it.
12. I felt really stupid because I \_\_\_<sup>18</sup> (make) a lot of mistakes.
13. He could hardly survive because he \_\_\_<sup>19</sup> (lose) a lot of blood in the accident.
14. Yesterday he \_\_\_<sup>20</sup> (write) in his open letter to the government that the problems in the refugee camps were getting only worse.
15. All of the sudden he \_\_\_<sup>21</sup> (start) to read the newspaper he \_\_\_<sup>22</sup> (buy) a month earlier.
16. He told me he \_\_\_<sup>23</sup> (never be) to Australia before.
17. After she \_\_\_<sup>24</sup> (finish) her speech centered mostly on the pay increase, she left the negotiation room.
18. He \_\_\_<sup>25</sup> (devote) all his energies and life to the care of homeless people before he became the governor of Texas.
19. First Canadian Aboriginal peoples \_\_\_<sup>26</sup> (settle) and \_\_\_<sup>27</sup> (establish) trade routes across what is now Canada by 500 BCE – 1,000 CE.
20. The Canadian Crown and Aboriginal peoples \_\_\_<sup>28</sup> (begin) interactions during the European colonisation period.



**Exercise C:** Choose the appropriate tense form from the multiple choice options given below each sentence to complete it:

1. The meeting was at nine o'clock. When I \_\_\_<sup>1</sup> at ten, the meeting \_\_\_<sup>2</sup>.

<sup>1</sup> a) had arrived; b) arrived; c) had been arrived

<sup>2</sup> a) had finished; b) finished; c) had been finished

2. When we \_\_\_<sup>3</sup> to the airport, I realized that I \_\_\_<sup>4</sup> my passport at home.

<sup>3</sup> a) had gotten; b) got; c) get

<sup>4</sup> a) left; b) leave; c) had left



3. He didn't realize that he \_\_\_<sup>5</sup> through a red light, until a policeman \_\_\_<sup>6</sup> him.

<sup>5</sup> a) went; b) had gone; c) go

<sup>6</sup> a) stops; b) had stopped; c) stopped

4. Barbara \_\_\_<sup>7</sup> so much that I \_\_\_<sup>8</sup> her.

<sup>7</sup> a) had changed; b) changed; c) changes

<sup>8</sup> a) do not recognize; b) hadn't recognized; c) didn't recognize

5. For three weeks she \_\_\_<sup>9</sup> as if nothing \_\_\_<sup>10</sup> in her life.

<sup>9</sup> a) behaved; b) had behaved; c) behaves

<sup>10</sup> a) was changed b) changed c) had changed

6. She \_\_\_<sup>11</sup> the news as calmly as if she \_\_\_<sup>12</sup> such a dramatic turn-up.

<sup>11</sup> a) took; b) takes; c) had taken

<sup>12</sup> a) expected; b) expects; c) had expected

7. The next day, she \_\_\_<sup>13</sup> away, as she \_\_\_<sup>14</sup> to.

<sup>13</sup> a) had moved b) moved; c) moves

<sup>14</sup> a) had planned; b) planned; c) plans

8. The office \_\_\_<sup>15</sup> dirty and messy. They \_\_\_<sup>16</sup> it for weeks.

<sup>15</sup> a) had been; b) wasn't; c) was

<sup>16</sup> a) didn't cleaned; b) hadn't cleaned c) do not clean

9. I \_\_\_<sup>17</sup> who he was. I \_\_\_<sup>18</sup> him before.

<sup>17</sup> a) knew; b) hadn't known; c) didn't know

<sup>18</sup> a) didn't never see; b) had never seen; c) did never see

10. He \_\_\_<sup>19</sup> home when the telephone \_\_\_<sup>20</sup>.

<sup>19</sup> a) had just arrived; b) just arrived c) hadn't just arrived

<sup>20</sup> a) had rung; b) had ringed; c) rang

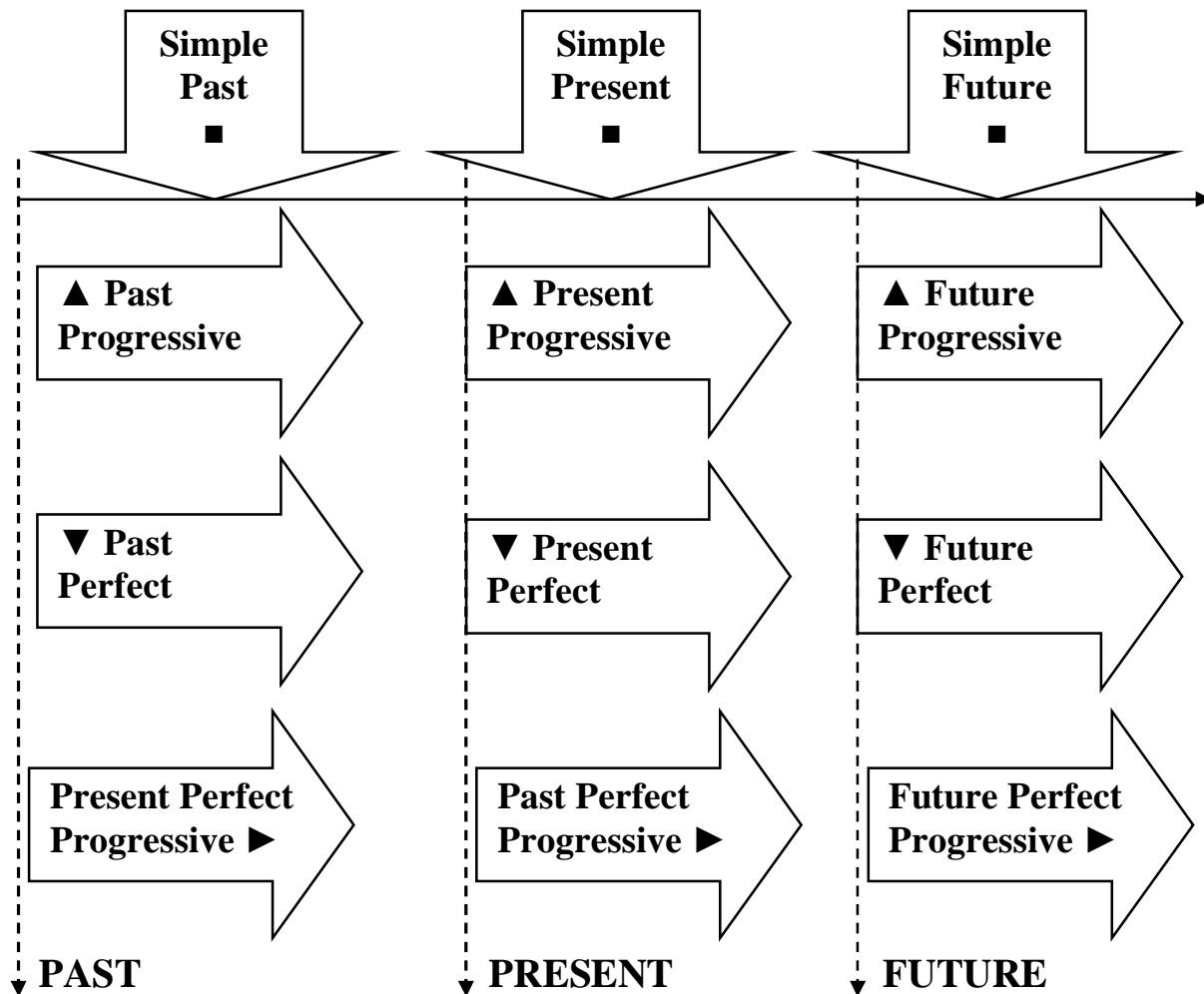
11. He \_\_\_<sup>21</sup> and stabbed in the back by people that he \_\_\_<sup>22</sup> were his friends.

<sup>21</sup> a) was lied to; b) had been lied to; c) has been lied to

<sup>22</sup> a) thought; b) had thought; c) had thought



English Tenses – Graphic Comparison



Moment in time: indicates the action and its time; no further data is given

- – actions that takes place *once, never or several times*
- – actions that happen one after another
- – actions that happen suddenly

Period of time: data about the action; its time and the fact it is in progress

- ▲ – action started before a certain moment which lasts beyond that moment
- ▲ – actions taking place at the same time

Result: action is complete or finished

- ▼ – action taking place before a certain moment in time;
- ▼ – puts emphasis on the result, reason and importance of the action in the given situation

Course / Duration: action which was in progress but now it is complete

- ▶ – action taking place before a certain moment in time
- ▶ – puts emphasis on the course or duration of the action



**Exercise D:** Can you use the passive voice for italicized part of the sentence? Answer YES or NO and put tick to confirm your choice:

1. *Hardly had Joe Watson explained the cause of his strange behavior to the police,* when they decided to take him to the precinct anyway. YES \_\_\_ NO \_\_\_

2. *The officers had conducted a thorough drug search in that location* before they found 25 pounds of cocaine there. YES \_\_\_ NO \_\_\_

3. *No sooner had I noticed the man* than he ran up to me and mugged me in a public place in broad daylight. YES \_\_\_ NO \_\_\_

4. *He had worked in that company for ten years* before he quit. YES \_\_\_ NO \_\_\_

5. They felt bad about moving the house *because they had lived in it for more than fifteen years.* YES \_\_\_ NO \_\_\_

6. Working in an unemployment office *had helped to raise his political consciousness.* YES \_\_\_ NO \_\_\_

7. *If she had studied hard,* she would have passed the English language exam. YES \_\_\_ NO \_\_\_

8. *She had studied English for six months* before she left for the U.S. YES \_\_\_ NO \_\_\_

9. *He had worked in that law firm for 30 years* before he was fired last month. YES \_\_\_ NO \_\_\_

10. *The secretary had prepared all the documents* by the moment her boss came. YES \_\_\_ NO \_\_\_

11. We reached the railway station *after the train had left.* YES \_\_\_ NO \_\_\_

12. We were not able to get a hotel room *because we had not booked in advance.* YES \_\_\_ NO \_\_\_

13. By the time Alex finished his studies, *he had been in London for over eight years.* YES \_\_\_ NO \_\_\_

14. *George had repaired many cars* before he received his mechanic's license. YES \_\_\_ NO \_\_\_

15. *He hadn't been home for three days* so I asked him to explain himself. YES \_\_\_ NO \_\_\_

16. *She had walked me through the six-page document* until I understood the key issue. YES \_\_\_ NO \_\_\_

17. The project went over budget *because they had miscalculated.* YES \_\_\_ NO \_\_\_





**Exercise E:** Change active forms of the Past Perfect sentences into Passive ones though not changing the intended meaning and tense:



1. The gang admitted *they had committed all those four recently reported bank robberies.*

**Passive** \_\_\_\_\_

2. He claimed *that the way they had treated him was a gross violation of his human rights.*

**Passive** \_\_\_\_\_

3. The key witness for the prosecution was offered police protection *right after she had received death threats via Internet.*

**Passive** \_\_\_\_\_

4. *Several senior employees had left the company* by the time the new manager arrived.

**Passive** \_\_\_\_\_

5. In May alone, the justices cited dictionaries in eight cases to determine *what legislators had meant* when they used words like *prevent* and *delay*.

**Passive** \_\_\_\_\_

6. *Smith had just left his neighbor's house* when the detective appeared.

**Passive** \_\_\_\_\_

7. *The robbers had stolen all the money* when the alarm rang.

**Passive** \_\_\_\_\_

8. Before the semester was over, *the Curriculum Committee and the Board of Trustees had approved the new program of social events.*

**Passive** \_\_\_\_\_

9. He claimed *the police had forced him to incriminate himself* in the absence of true facts or any evidences.

**Passive** \_\_\_\_\_

10. The interview would have been more productive *if you had framed your questions more precisely.*

**Passive** \_\_\_\_\_

11. *He had spiced up his speech* with a few rude jokes.

**Passive** \_\_\_\_\_

12. He went to the industrial tribunal to seek redress for the way *his employers had discriminated against him.*

**Passive** \_\_\_\_\_

13. *The police officer had interrogated only one suspect* by noon.

**Passive** \_\_\_\_\_





**Exercise F:** Put question to the italicized part of each of the given sentences. Mind the usage of the Past Perfect constructions:

1. By the time he finished high school, Bill Langer *had decided* he wanted to be a lawyer, and in the fall of 1904 he enrolled in the two-year law course at the University of North Dakota.

**Question:** \_\_\_\_\_

2. I think George would have been elected if he *hadn't sounded* so pompous.

**Question:** \_\_\_\_\_

3. He *had deposited* his ill-gotten gains in foreign bank accounts until he was searched by FBI and extradited to the States from France.

**Question:** \_\_\_\_\_

4. The sound of the door closing deceived me into thinking they *had gone* out.

**Question:** \_\_\_\_\_

5. He complained that *he'd received* hundreds of malicious telephone calls.

**Question:** \_\_\_\_\_

6. The ankle straps of her shoes *had rubbed* against her skin and caused irritation.

**Question:** \_\_\_\_\_

7. Her legal advisers *had persuaded* her to mention the names of the people involved in the robbery before the first hearing in the court of law.

**Question:** \_\_\_\_\_

8. It was a long time since my last visit to Berlin, and it *had changed* dramatically in the intervening period.

**Question:** \_\_\_\_\_

9. She tried to explain what *had happened* but he kept interrupting her.

**Question:** \_\_\_\_\_

10. It was the third time that *he had been convicted* of a drug offence.

**Question:** \_\_\_\_\_

11. Since the other side *had taken* offensive action, we had no choice but to defend ourselves.

**Question:** \_\_\_\_\_

12. Under cross-examination, the witness admitted her evidence *had been* mostly lies.

**Question:** \_\_\_\_\_

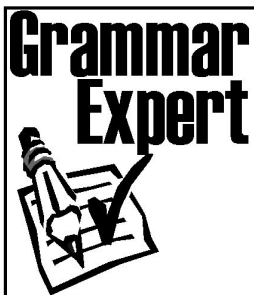




## It is interesting to know

Based on <http://www.articlesbase.com/>

### English Grammar Lessons – Let's Learn Grammar!



While attending your English Grammar Lesson, you should be aware of the *ten grammar types*.

1. *The comparative Grammar* explains the comparison of the grammatical structures and forms within one language and also determines the relations of kindred languages by examining and comparing their grammatical forms.

2. *The Generative Grammar* touches on the rules which determine the structures and interpretation of English sentences particularly with approach to the study of syntax.

3. *The Mental Grammar* is the generative grammar that is stored in the brain which allows speakers to produce English speeches that allow others to understand you.

4. *The Pedagogical Grammar* is an analysis that is designed for students who study foreign languages.

5. *The Performance Grammar* is a description of English as used by English speakers in normal dialogues.

6. *The Reference Grammar* explains the principles in English where constructions of words, phrases, clauses, as well as sentences are concern.

7. *The theoretical Grammar* is an essential component of any language. is concerned with making completely explicit the formalisms of grammar, and in providing scientific arguments or explanations in favor of one account of grammar rather than another, in terms of a general theory of human language."

8. *The traditional Grammar* – is the collection of rules as well as concepts regarding the English sentence structures. Traditional grammar is commonly used in language education.

9. *The transformational Grammar* or transformational-generative grammar (TGG) – is a generative grammar, especially of a natural language, that has been developed in a Chomskyan tradition; it is regarded as important for the constructions of sentences and phrase structures.

10. *The Universal Grammar* – is a theory in linguistics that suggests that there are properties that all possible natural human languages have. Usually credited to Noam Chomsky, the theory suggests that some rules of grammar are hard-wired into the brain, and manifest without being taught. There is still much argument whether there is such a thing and what it would be.



**Exercise G:** Change passive forms of the Past Perfect sentences into Active ones not changing the intended meaning and tense:

*Remember:* Passive Voice = person or thing affected + had been + past participle (+ by performer)

Active Voice = person or thing carrying out the action + had + past participle



1. She showed me the will which *had been made* by her brother.

**Active:** \_\_\_\_\_

2. A Spanish crew member *had been washed overboard* into the sea by the force of the water in the storm.

**Active:** \_\_\_\_\_

3. Hooligans had sprayed paint all over the car.

**Active:** \_\_\_\_\_

4. He *had been attacked* and seriously *injured* by a gang of youths before his unconscious body was accidentally found by a police patrol.

**Active:** \_\_\_\_\_

5. The patient *had been given* Novocain before the dentist, Dr Stephens, started working on a cavity that needed a filling.

**Active:** \_\_\_\_\_

6. They boasted that not a single competition *had ever been lost* by them.

**Active:** \_\_\_\_\_

7.

**Active:** \_\_\_\_\_

8. When the town was recaptured, we found soldiers who *had been kept* as captives for several years.

**Active:** \_\_\_\_\_

9. Her car *had been illegally parked* for a long time.

**Active:** \_\_\_\_\_

10. These bees *had been kept* in a large hive before they were taken out and examined by the beekeeper.

**Active:** \_\_\_\_\_

11. The child's voice sank to a whisper as he admitted that the window *had been just broken* by him.

**Active:** \_\_\_\_\_

12. He managed to enter the country illegally after some of the immigration officials *had been successfully bribed* by him.

**Active:** \_\_\_\_\_



**Exercise H:** Read the short crime stories below and answer the post-text questions. Mind the usage of the verb tenses:

Based on <http://s7.zetaboards.com/AustralianCrimeForum/>

### **Five Witty, Short and True Funny Crime Stories**



1. A man went into a drug store in Baltimore, pulled a gun, announced a robbery, and pulled a "Hefty-bag" face mask over his head. He then realized that he had forgotten to cut eyeholes in the mask. He was arrested by security men.

- What had the offender forgotten to do in order to successfully commit his crime? Who was he arrested by?
- What sort of crime had the offender intended to commit?

2. A Belgium news agency reported, last year, that a man suspected of robbing a jeweler store in Liege was caught. But the suspect rejected all charges and said that he hadn't done it because he was busy breaking into a school at the time of the robbery. Police then arrested him for breaking into the school.

- What reasons did the suspect offer so as to prove that he hadn't committed robbery of a jeweler store at all?

3. Two men had tried to pull the front off a cash machine by running a chain from the machine to the bumper of their pickup truck. Instead they pulled the bumper off their truck. Scared, they left the scene and drove home with the chain still attached to the machine ... and with their bumper still attached to the chain... and with their vehicle's license plate still attached to the bumper. You couldn't believe it!

- What had two men tried to do in order to steal the cash machine?
- Had the offenders finally realized the intended plan?

4. When a man had attempted to siphon petrol from a motor home parked on a Seattle street, he got much more than he bargained for. Police arrived at the scene to find an ill man curled up next to a motor home trying to steal gasoline with his nose plugged into the motor home's sewage tank by mistake. The owner of the vehicle declined to press charges, saying that it was the best laugh he had ever had.

- Why did the intended larceny cause the victim's laugh he had ever had?

5. When the police investigated a purse snatching, detectives picked up a man who fit the thief's description and drove him back to the scene. He was told to exit the car and face the victim for an ID. The suspect carefully eyed the victim, and shouted that it was the very woman he had once robbed!

- Had the suspect fully understood the purpose of an ID identification test?



**Exercise I:** Read the short crime story below. Then follow the given instructions to identify the differences in the meaning of various messages so as to solve the crime:

1. A burglar was caught after he fell down a chimney while escaping over the roof of a house he had just broken into. Police in Maastricht, Holland, arrested the 33-year-old after being called out by the house owner who heard his calls for help. The man had tried to flee out of a roof window with his booty of cash and a jewellery box, but tumbled in the dark and got stuck inside the chimney.



2. *The suspect and the witnesses of the crime were later interrogated by the police inspector. They had all provided testimonies that contradicted each other. Use Past Perfect or the Simple Past respectively to complete their testimonies. Pay close attention to the meaning changes caused by the alternating uses of these tenses and try to determine who was telling the truth or who was lying. Ask additional questions to clarify the meaning:*

**a) The suspect:** I \_\_\_<sup>1</sup> (just mend) the hole in the roof when I \_\_\_<sup>2</sup> (fall down) the roof due to its sloping surface and \_\_\_<sup>3</sup> (find) myself inside the chimney. I \_\_\_<sup>4</sup> (hang) upside down in the dark calling for any help until the police rescue team \_\_\_<sup>5</sup> (release) me. Somebody \_\_\_<sup>6</sup> (give) me that box to hold before it \_\_\_<sup>7</sup> (turn out) to be booty of jewellery and cash...

**b) The house owner:** Somebody \_\_\_<sup>8</sup> (cry) that he \_\_\_<sup>9</sup> (fall down) a chimney. Half an hour earlier the carpenter \_\_\_<sup>10</sup> (finish) his work, so there \_\_\_<sup>11</sup> (be) no one to ask for a help except for police. By noon, I \_\_\_<sup>12</sup> (call) the police department. When they \_\_\_<sup>13</sup>, he \_\_\_<sup>14</sup> (nearly get stuck) inside the chimney. Incidentally, I \_\_\_<sup>15</sup> (see) two pretty strange guys running at the back of our yard before the police \_\_\_<sup>16</sup> (come)...

**c) The resident:** I \_\_\_<sup>17</sup> (hear) of anyone mending the roof... I \_\_\_<sup>18</sup> (not even know) there \_\_\_<sup>19</sup> (be) any problem with that roof at all! Well, look at the suspect! He certainly \_\_\_<sup>20</sup> (know) he \_\_\_<sup>21</sup> (do) something wrong and \_\_\_<sup>22</sup> (hang) his head in shame... Well, I \_\_\_<sup>23</sup> (not know) who the suspect \_\_\_<sup>24</sup> (be). I \_\_\_<sup>25</sup> (never see) him before. Though that jewellery box \_\_\_<sup>26</sup> (resemble) me of one I \_\_\_<sup>27</sup> (see) once at Ms Grieg, my neighbor. I remember, that her house \_\_\_<sup>28</sup> (be) very dirty, because they \_\_\_<sup>29</sup> (not clean) it for weeks. That jewellery box \_\_\_<sup>30</sup> (look) a sort of alien there. Hm-m ... At that moment I \_\_\_<sup>31</sup> (have) a strange feeling that I \_\_\_<sup>32</sup> (see) that antique wooden box somewhere else before... Well, \_\_\_<sup>33</sup> (be) it at the Natural History Museum? ... Oh, no! *Based on plot from <http://www.guy-sports.com/>*



**Exercise J:** Do you need any help to clarify the meaning of some terms in the previous exercise? Answer the questions given below. Choose the appropriate answer from the multiple choice options:



1. Investigators often deal with suspects. What is *a suspect*?

**a) an impulsive person; b) a trustworthy person; c) an accused person**

2. The suspect in the above case was said to be a carpenter. What is *a carpenter*?

**a) a person destroying wooden objects; b) a person repairing wooden objects; c) a person dismantling wooden objects**

3. Could a person fall down a roof if it is a *sloping* one? What is *sloping*?

**a) at an angle to the horizontal; b) horizontal; c) vertical**

4. What is *a chimney*?

**a) a path to hell; b) a lamp that burns oil; c) a vent that carries smoke away**

5. What is *a rescue team*?

**a) one providing imprisonment; b) one saving from danger; c) one destroying illusions**

6. What is *a witness*?

**a) who participates in an event; b) who neglects an event; c) who observes an event**

7. What is *booty*?

**a) goods on sale; b) valuable gifts; c) stolen goods**

8. Many crimes are committed due to illegal taking of *jewellery* from someone. Why do people value *jewellery* so much? Because...

**a) they are made from artificial stones; b) they are made from valuable metals; c) they are made for decorative purposes**

9. What is *a robbery*?

**a) cheating; b) housebreaking; c) stealing by threat of violence**

10. What is *a larceny*?

**a) restitution; b) misappropriation; c) trespassing**

11. What is *a burglary*?

**a) shoplifting; b) embezzlement; c) stealing from residence**

12. What is *a fraud*?

**a) trickery; b) truthfulness; c) vandalism**

13. What is *a crook*?

**a) police officer; b) a very dishonest person; c) a very honest person**



**Exercise K:** Examine the episodes of the scaring true crime stories. Fill in the gaps with the appropriate word/expression from the box of words below. Put the verbs in brackets into the Past Perfect tense:

jury	guilty	murder
lawyers	victims	serial killer
mental	insanity	authorities
vehicles	investigations	hostage

1. By 1984, Andrei Chikatilo, The Rostov Ripper from Russia, \_\_\_<sup>a</sup> (kill) another 15 people and the police were forced to step up their \_\_\_<sup>1</sup>.

2. In 1975 Richard Chase, known as The Vampire of Sacramento, was sent to a \_\_\_<sup>2</sup> institution after he \_\_\_<sup>b</sup> (give) himself blood poisoning by injecting the blood of a rabbit into his arms.



3. On December 22, 1978, John Wayne Gacy, later known as The Killer Clown, confessed his crimes to his \_\_\_<sup>3</sup> and said that his first killing was in January 1972 and that in all he \_\_\_<sup>c</sup> (commit) 33 murders.

4. Jeffery Dahmer's from Milwaukee, Wisconsin infamy largely comes from what he did with the bodies of his \_\_\_<sup>4</sup> after he \_\_\_<sup>d</sup> (kill) them.

5. Cary Stayner or The Yosemite Murderer from Yosemite, California, like many serial killers, didn't have the easiest of childhoods. His younger brother \_\_\_<sup>e</sup> (be kidnapped) by child molester and held \_\_\_<sup>5</sup> for more than seven years.

6. Robert Hansen from Estherville, Iowa \_\_\_<sup>f</sup> (be involved) into trouble with the law several times in his life before he committed the crimes that would make him an infamous \_\_\_<sup>6</sup>.

7. After Tommy Lynn Sells or The Drifter Killer from Del Rio, Texas, was arrested, the \_\_\_<sup>7</sup> were sent for a spin when he admitted that he \_\_\_<sup>g</sup> (spend) the better part of 20 years drifting across the country killing men, women and children.

8. Anthony Sowell, an Ohio serial killer from Cleveland \_\_\_<sup>h</sup> (plead) not guilty by reason of \_\_\_<sup>8</sup> to all 85 counts against him, but the \_\_\_<sup>9</sup> found him \_\_\_<sup>10</sup> in connection with the kidnapping, rape, abuse of corpses, aggravated \_\_\_<sup>11</sup> and tampering with evidence.

9. A Tacoma man called 911 to report the truck he \_\_\_<sup>i</sup> (just steal) \_\_\_<sup>j</sup> (run out) of gas. But not only was he arrested, he learned not all \_\_\_<sup>12</sup> run on the same type of fuel.



**Exercise L:** Examine the sentences given below. Pay attention to the Past Perfect construction and indicate the function it expresses:



Just to sum up: The Past Perfect Tense is normally used for:

**1. A completed action before another action in the past**

E.g.: I *had never been* to London before we went there last year.

**2. Third conditional sentences** (the so-called hypothetical past)

E.g.: If we *had gone* by taxi, we wouldn't have been late.

**3. Reported speech** (after verbs like *said, told, asked, thought, wondered*)

E.g.: Mary said she had already heard the news earlier.

**4. Dissatisfaction with the past**

E.g.: If only I had studied harder! Now I have to repeat the course...

*Each Past Perfect function/ usage is marked by a number in the above box.*

*Use a respective number to indicate the intended usage of the Past Perfect:*

No	Pool of sentences	Use
1	<i>Example: I wish I had been brave enough.</i>	4
2	If only I had known the answer to that question.	.....
3	John looked as if he had done something terrible.	.....
4	Mary said she had already seen this movie before.	.....
5	I wish I had had enough courage to express my political views.	.....
6	If he had made the right choice, he wouldn't be unhappy now.	.....
7	Had she eaten the dinner before she went to the cinema?	.....
8	He told us that the train had left.	.....
9	I had written the report before you came to our office.	.....
10	John was upset because his application had been turned down.	.....
11	He explained that he had closed the window because of the rain.	.....
12	If you had driven more carefully, you would not have had an accident.	.....
13	They said that the Health Service hadn't been judged by financial criteria alone.	.....
14	I thought I had met her before, but I was wrong.	.....
15	I had never eaten such a huge pizza before I went to Italy.	.....
16	By the time his speech was over he had attracted widespread criticism.	.....
17	I wish I hadn't said it.	.....
18	Tom had been interviewed five times before he got his first job.	.....
19	If you had saved your money, you could have bought a PC.	.....
20	Had you consulted a lawyer before you launched the case?	.....





**Exercise M:** Express your regrets and wishes concerning the past events/ situations listed in the left row. Use *I wish + Past Perfect*:



Talking about things in the past sometimes we wish we could change them now. *To express regrets about past events*, we use = **I wish + Past Perfect // If only I + Past Perfect** (more emotional)

*Note:* Even though the speaker is talking about a past event, the verb *wish* is used in the present simple form, because she/ he regrets about smth now.

№	A past situation (description)	Express regret/ wish
1	<i>Example: It's a pity I didn't attend any prestigious Law School to become a lawyer.</i>	<i>I wish I had attended some prestigious ...</i>
2	I couldn't apply to Harvard, since I didn't study hard at school when I was a teenager.	.....
3	It's a pity I didn't call him yesterday.	.....
4	By the time I saw the job advertisement it was already too late to apply.	.....
5	My neighborhood was terribly noisy last night. I couldn't sleep at all.	.....
6	I got really badly sun burnt on the beach yesterday because I forgot my sun-cream.	.....
7	Last week you forgot to set your alarm	.....
8	As a result, you slept late...	.....
9	You were late for school ...	.....
10	You missed the start of the exam ...	.....
11	You failed the exam ...	.....
12	We didn't take your advice, and we're sorry.	.....
13	She did not have a very nice day yesterday!	.....
14	The lights went off. We forgot to pay the electricity bill again.	.....
15	He left his job with nothing to live on.	.....
16	I didn't help you because I didn't have time. I'm so sorry!	.....
17	She didn't study enough so her scores are much to be desired/ not as high as she wanted.	.....
18	I had a flat tire and as a result I was late.	.....
19	They were able to buy a house but they didn't save their money properly.	.....
20	She wasn't able to talk to you, and she's sorry.	.....
21	He drank too much coffee and couldn't sleep.	.....



**Exercise N:** Read the given text; examine it and make the exercise below to revise the formation and usage of the 3<sup>rd</sup> Conditional:

We use the 3<sup>rd</sup> conditional to say what would have happened in the past.  
3<sup>rd</sup> conditional = (If + Past Perfect) + (Would have + Past Participle)



a) Read the text about Marge's poor day:

As she was leaving the house, she forgot her bus ticket. Only when she got to the bus stop did she realize this, so she had to hurry back to the house. She opened the door, put the keys on the telephone table, went into the kitchen to get her bus ticket and left again without her keys. She caught the 8.42 a.m. bus

instead of her usual 8.30 a.m. bus and arrived at work about ten minutes late. Mr. Jones, her boss, was in a bad mood yesterday and shouted at her when she arrived late. As a result, they had an argument in front of all the other people in the office. Mr. Jones told her she would have to stay behind for fifteen minutes at lunch to finish some important work. At lunch, Marge only had time for a quick sandwich and didn't go to the office cafeteria with the others as normal. Everyone returned from lunch very happy because they had met a new employee who had told some very funny jokes. Marge was not happy. She was hungry and tired. She was so hungry as she left the office at 5 o'clock that she bought a hot dog from the man on the street corner. Within an hour, she didn't feel very well and had a pain in her stomach. It was not her day! She arrived home and realized she didn't have her keys, so had to walk two miles to her sister's house to get a spare set of keys. She went into her house, closed the door and went straight to bed.

b) Complete the 3<sup>rd</sup> conditional sentences about her day using the text:

1. If \_\_\_\_\_, she wouldn't have had to return home.
2. If \_\_\_\_\_, she wouldn't have forgotten them (keys).
3. If \_\_\_\_\_, she wouldn't have been late for work.
4. If \_\_\_\_\_, her boss wouldn't have shouted at her.
5. If \_\_\_\_\_, they wouldn't have argued in front of colleagues.
6. If \_\_\_\_\_, she wouldn't have missed her normal lunch.
7. If \_\_\_\_\_, she would have met a new employee.
8. If \_\_\_\_\_, she wouldn't have bought the hot dog.
9. If \_\_\_\_\_, she wouldn't have had stomach pain.
10. If \_\_\_\_\_, she wouldn't have walked to her sister's house.
11. If \_\_\_\_\_, she wouldn't have been such exhausted.



**Exercise O:** Read the situation for each sentence and choose the best choice among the sentences using the 3<sup>rd</sup> Conditional:

1. I didn't see the red lights. I didn't want to violate any traffic rules.

- a) If I saw the red lights, I would stop.
- b) If I had seen the red lights, I would have stopped.
- c) If I would have seen the red lights, I stopped.



2. I didn't know Tim was in town. I didn't call him.

- a) I had called Tim if I had know he was in town.
- b) I would had called Tim if I've known he's in town.
- c) If I had known Tim was in town, I would have called him.



3. I didn't know this documentary was important. I didn't watch it.

- a) If I knew this documentary was important, I had watched it.
- b) If I would have known this documentary was important, I had watched it.
- c) If I had known this documentary was important, I would've watched it.

4. He was forwarded for ID to the police precinct. He left his driving license at home.

- a) He hadn't been forwarded for ID to the police precinct if he didn't leave his driving license at home.
- b) He wouldn't have been forwarded for ID to the police precinct if he hadn't left his driving license at home.
- c) He wouldn't had been forwarded for ID to the police precinct if he hadn't left his driving license at home.

5. I didn't go to the store. I thought it closed at 5 p.m. It closed at 6 p.m.

- a) If I had known the store had closed at 6 p.m., I would've gone.
- b) If I knew the store would have closed at 6 p.m., I would've gone.
- c) I would've gone to the store if I know it had closed at 6 p.m.

6. I didn't see Tony at the party. I wanted to speak to him about his tricks.

- a) If I saw Tom at the party, I would've spoken to him.
- b) If I had seen Tom at the party, I would've spoken to him.
- c) If I would have seen Tom at the party, I would've spoken to him.

7. I didn't know who she was. I made an offensive remark about Mr. Crum.

- a) If I knew that she was his former wife, I would had never said what I did.
- b) If I had known that she was his former wife, I would never have said what I did.
- c) If I had known she was his former wife, I didn't say to her what I did.



**Exercise P:** Transform direct speech into reported speech in statements and questions. Use the Past Perfect tense structures:

*Example:* Tom said, "I woke up feeling ill, so I didn't go to work".

Tom said (that) he had woken up feeling ill, so he hadn't gone to work.

1. The police officer asked the suspect, "Did you murder Justin Bieber?"

**Reported Speech:** \_\_\_\_\_

2. The police officer then continued and asked, "How did you murder him?"

**Reported Speech:** \_\_\_\_\_

3. The suspect replied with a gloomy expression on his face, "I didn't, he got such a shock he had a heart attack and dropped dead".

**Reported Speech:** \_\_\_\_\_

4. She said happily, "I have just seen an old friend of mine".

**Reported Speech:** \_\_\_\_\_

5. They said in shock, "If we had arrived two minutes later, there would have been more victims in that car accident!"

**Reported Speech:** \_\_\_\_\_

6. The officer from the Police recruitment service asked the candidate, "What have you done to prepare for a career in law enforcement?"

**Reported Speech:** \_\_\_\_\_

7. Wheaton's daughter said, "The manager prejudiced and humiliated my father by questioning his judgment in front of his colleagues."

**Reported Speech:** \_\_\_\_\_

8. She rejected any relations with the suspect and exclaimed in anger, "I don't know who he is. I have never seen him before. You should trust me!"

**Reported Speech:** \_\_\_\_\_

9. Diyala province's police spokesman said, "The bomb was detonated by remote control and the explosives were packed on a motorcycle".

**Reported Speech:** \_\_\_\_\_

10. The President of Malawi said last week, "Those who attacked and looted shops and businesses during the unrest were sons of Satan".

**Reported Speech:** \_\_\_\_\_

11. Iraqi officials said yesterday, "That bomb strapped to a motorcycle has killed three people and wounded 14 others in a town northeast of Baghdad".

**Reported Speech:** \_\_\_\_\_

12. He asked her, "Did you go there alone? How long have you been in Moscow?"

**Reported Speech:** \_\_\_\_\_



**Exercise Q:** Put the verbs in parentheses either into the Present Perfect or Past Perfect tense-forms depending on the context:

1. Kidnappings \_\_\_ \_\_\_<sup>1</sup> (become) increasingly common in Afghanistan, both by criminal groups looking for ransoms and insurgents making a political statement.

2. The Norway killer was desperate for the world to know exactly who he was and why he \_\_\_ \_\_\_<sup>2</sup> (decide) to embark on such a brutal killing spree.

3. Anders Behring Breivik \_\_\_ \_\_\_<sup>3</sup> (admit) bombing Norway's capital and opening fire on a political youth group retreat, but he entered a plea of not guilty.

4. According to his lawyer, Breivik said yesterday that he \_\_\_ \_\_\_<sup>4</sup> (act) masterminding to save Europe from Muslim immigration.

5. As the death toll from the Utoya massacre rose by one to 86, adding to the seven killed in the Oslo bomb blast, the people of Norway focused on remembering those they \_\_\_ \_\_\_<sup>5</sup> (lose).

6. Prime Minister Jens Stoltenberg spoke on behalf of his traumatized nation: "We are still struggling to get to grips with the dimension of what \_\_\_ \_\_\_<sup>6</sup> (happen). Many of us know people that \_\_\_ \_\_\_ \_\_\_<sup>7</sup> (be killed)."

7. The Saudi authorities \_\_\_ \_\_\_<sup>8</sup> (draft) new anti-terrorism legislation that makes political dissent a criminal offence and would enable the government to jail anyone who questioned the integrity of the King or Crown Prince for a minimum of 10 years.

8. Saudi officials \_\_\_ \_\_\_<sup>9</sup> (confirm) that the draft is authentic, but they are quoted as saying that it may still be amended.

9. When questioned yesterday on whether Britain \_\_\_ \_\_\_<sup>10</sup> (focus) too much on Islamist terrorism and not enough on right-wing terrorism, the Foreign Secretary William Hague said al-Qaida remained "the single biggest terrorist threat to the United Kingdom and our allies".

10. British jets \_\_\_ \_\_\_<sup>11</sup> (bomb) a key intelligence building being used by the forces of Libyan dictator Muammar Gaddafi, the UK Ministry of Defense said today.

11. The Ministry of Justice \_\_\_ \_\_\_<sup>12</sup> (enact) a law allowing the use of "chemical castration" on convicted pedophiles', a spokesman said yesterday, making South Korea the first Asian country to permit the punishment.





**Exercise R:** Put the verbs in parentheses either into the Past Simple or Past Perfect tense-forms depending on the context:



1. By spring of this year Breivik, a notorious Norway killer, \_\_\_<sup>1</sup> (successfully buy) his weapons, including a Ruger Mini-14 semi-automatic rifle and Glock pistol which he \_\_\_<sup>2</sup> (bury) in the woods behind the farm.
2. In an attempt to boost support for a pro-government Tamil party, the President of Sri Lanka \_\_\_<sup>3</sup> (campaign) aggressively in the north and \_\_\_<sup>4</sup> (promise) he would deliver on development promises.
3. The parents of a 2-year-old boy found wandering the streets of North Miami-Dade \_\_\_<sup>5</sup> (be arrested) and \_\_\_<sup>6</sup> (be charged) with child neglect by 5 o'clock yesterday, according to the police report.
4. Armed men this morning \_\_\_<sup>7</sup> (rob) a bank in the Clear Lake area, FBI officials said.
5. Breivik, 32, \_\_\_<sup>8</sup> (want) to boast about his twin attacks in which 93 people died on Friday, but a judge \_\_\_<sup>9</sup> (rule) that the hearing should be in private amid fears that Breivik could send coded messages to his fellow fanatics.
6. Breivik \_\_\_<sup>10</sup> (claim) in posts on Norwegian websites that he \_\_\_<sup>11</sup> (discuss) tactics of his attacks with members of the EDL and another group called Stop Islamisation of Europe.
7. The EDL issued a statement yesterday which said that there \_\_\_<sup>12</sup> (never be) any official contact between Breivik and the EDL.
8. The United States \_\_\_<sup>13</sup> (reject) on Monday Iran's accusation that Washington was behind the killing of an Iranian scientist Darioush Rezaie.
9. A detective investigating the murder of schoolgirl Milly Dowler \_\_\_<sup>14</sup> (be removed) from the case for leaking information, according to Surrey Police.
10. The off-duty lieutenant \_\_\_<sup>15</sup> (just leave) a grocery store on South Orange Avenue in Newark that December evening. He \_\_\_<sup>16</sup> (have) grocery bags in his hands and Christmas presents in his car. As he \_\_\_<sup>17</sup> (approach) his BMW, a 16-year-old girl \_\_\_<sup>18</sup> (point) a gun at his chest, \_\_\_<sup>19</sup> (take) \$10 and then \_\_\_<sup>20</sup> (drive off) with the vehicle, authorities said.
11. Several news agencies reported, Adam Gadahn, an al Qaeda activist, \_\_\_<sup>21</sup> (be killed) in a Predator drone strike. All the rumors proved to be false months later when he \_\_\_<sup>22</sup> (appear) in a number of videos produced by Al-Qaeda as "Azzam the American" online discussing current events.



**Exercise S:** Put the verbs in parentheses either into the Past Simple, Present Perfect or Past Perfect tense depending on the context:

1. In 2010, the United States Supreme court \_\_\_<sup>1</sup> (rule) that sentencing minors to life without parole for crimes other than murder \_\_\_<sup>2</sup> (violate) the 8th Amendment's ban on "cruel and unusual" punishment.

2. The reform of harsh felony laws in many parts of the United States that \_\_\_<sup>3</sup> (originate) in Great Britain was deemed "one of the first fruits of liberty" after the United States \_\_\_<sup>4</sup> (become) independent.

3. In the United Kingdom, the use of judicial corporal punishment \_\_\_<sup>5</sup> (decline) during the first half of the 20th century and it \_\_\_<sup>6</sup> (be abolished) altogether in 1948, while most other European countries \_\_\_<sup>7</sup> (abolish) it earlier.

4. Corporal punishment in official settings, such as schools and prisons, \_\_\_<sup>8</sup> (typically be carried out) as a formal ceremony, with a standard procedure, emphasizing the solemnity of the occasion.

5. Capital punishment in the past \_\_\_<sup>9</sup> (be practiced) by most societies although currently only 58 nations actively practice it.

6. The UN General Assembly \_\_\_<sup>10</sup> (adopt), in 2007 and 2008, non-binding resolutions calling for a global moratorium on executions, with a view to eventual abolition.

7. Each of these four nations, namely: the People's Republic of China, India, the United States of America and Indonesia \_\_\_<sup>11</sup> (vote) against the General Assembly resolutions and \_\_\_<sup>12</sup> (continue) to apply the death penalty.

8. Capital punishment \_\_\_<sup>13</sup> (be) the subject of controversy for long.

9. Opponents of the death penalty \_\_\_<sup>14</sup> (argue) many times throughout the history that it \_\_\_<sup>15</sup> (regularly lead) to the execution of innocent people.

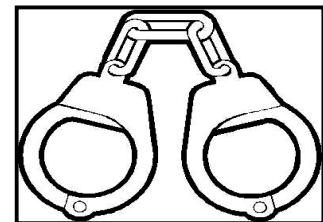
10. Murder \_\_\_<sup>16</sup> (carry) a mandatory life sentence in England and Wales since capital punishment \_\_\_<sup>17</sup> (be suspended) in 1965.

11. In 1965 the British Parliament \_\_\_<sup>18</sup> (vote) to suspend the death penalty for murder for 5 years and \_\_\_<sup>19</sup> (pass) Silverman's Private Member's Bill.

12. This \_\_\_<sup>20</sup> (be) the fourth time that the House of Commons \_\_\_<sup>21</sup> (vote) for abolition but the first time it actually \_\_\_<sup>22</sup> (become) law.

13. The last executions in Britain \_\_\_<sup>23</sup> (be) of two men on 13 August 1964.

14. The Criminal Justice Bill, 1998 \_\_\_<sup>24</sup> (remove) High Treason and piracy with violence as capital crimes, thus effectively ending capital punishment.





## It is interesting to know: English Grammar Facts

Based on <http://www.englishlanguageguide.com/>; <http://www.ehow.com/>

### Grammar Expert



**English** – is a complex modern West Germanic language built from a collection of words and structures borrowed from other languages, especially Latin and Greek, as well as developing independently over many centuries. English is the dominant language in the UK, the USA, many Commonwealth nations including Australia, Canada, New Zealand and other former British colonies. It is the second

most spoken language in the world. There are 380 million native speakers and 300 million who use English as a second language and a further 100 million use it as a foreign language.

**History:** English is an Anglo-Frisian language brought to Britain in the 5th Century AD by Germanic settlers from various parts of northwest Germany. The earliest recorded form of English dates from about the time of Alfred the Great in the 10th century. It is convenient to divide English into periods – Old English (or Anglo-Saxon; to c.1150), Middle English (to c.1500), and Modern English. English grammar has developed alongside the English language itself, as an amalgam of other languages.

**Function:** The purpose of English grammar is to make sentences mutually intelligible (clear enough to be understood) for the transmission of data. Although English is widely regarded as one of the most difficult languages in the world to master – containing over 1 million words – it would quickly become impossible to use were it not for the existence of grammatical rules to define word use and sentence structure.

**Features:** Unlike the Romance languages, English formats its sentences in a general "Subject Verb Object" format; as in "Jack kissed Jill." To preserve this word order, adjectives precede the noun they describe. However, when describing a verb, the verb will come before its adverb. It is not uncommon for adverbs to end sentences, such as "Jack kissed Jill passionately."

**Geography:** There are distinct forms of the English language in Australia, New Zealand, South Africa, India and many other parts of the world, which means English grammar differs slightly from region to region. The most noticeable differences are between British English and American English.

**Effects:** One of the most common problems with English grammar is the sheer number of rules and their accompanying exceptions. For example, there are over 200 irregular verbs in English many of which are used regularly. Nevertheless, English is flexible enough to accommodate numerous grammatical styles without losing the meaning.





### The Future Perfect Tense

**Form 1 = will have + past participle**

**Form 2 = am/is/are + going to have + past participle**

Both Future Perfect forms are usually interchangeable. It could be used in Positive, Negative and Question forms. It could be Active or Passive.

**1. Completed Action Before Something in the Future** – the Future Perfect expresses the idea that something will occur before another action in the future. It can also show that something will happen before a specific time in the future.

E.g.: By next November, I *will have received* my promotion.

E.g.: I *am not going to have finished* this test by 3 o'clock.

**2. Duration Before Something in the Future** (Non-Continuous Verbs) – with Non-Continuous Verbs and some non-continuous uses of Mixed Verbs, the Future Perfect is used to show that something will continue up until another action in the future.

E.g.: I *will have been* in London for six months by the time I leave.

E.g.: By Monday, Susan *is going to have had* my book for a week.

**Remember:** No Future in Time Clauses: like all future forms, the Future Perfect cannot be used in clauses beginning with time expressions such as: *when, while, before, after, by the time, as soon as, if, unless, etc.* Instead of Future Perfect, Present Perfect is used.

**Adverbs** used with the Future Perfect tense: *always, only, never, ever, still, just, etc.* are placed in the following way:

E.g.: You will *only* have learned a few words.

E.g.: Will you *only* have learned a few words?

E.g.: They will *never* have stopped.

E.g.: You are *only* going to have learned a few words.

E.g.: Are you *only* going to have learned a few words?

E.g.: They are *never* going to have stopped.

**Active Forms:**

E.g.: They will have completed the project before the deadline.

E.g.: They are going to have completed the project before the deadline.

**Passive Forms:**

E.g.: The project will have been completed before the deadline.

E.g.: The project is going to have been completed before the deadline.



## Your Training Exercises



**Exercise A:** Form the Future Perfect tense for all verbs in parentheses so as to complete the given sentences:



1. I \_\_\_<sup>1</sup> (examine) this case and \_\_\_<sup>2</sup> (write) the brief by 2 o'clock tomorrow.
2. I \_\_\_<sup>3</sup> (finish) my report by the time you call me.
3. Next week it \_\_\_<sup>4</sup> (happen) anyway.
4. I am afraid that tomorrow I \_\_\_<sup>5</sup> (forget) all that I learned.
5. Within 10 minutes I \_\_\_<sup>6</sup> (do) the test no matter how difficult it is.
6. Today at 5 p.m. I \_\_\_<sup>7</sup> (present) all the evidences.
7. By the time you arrive, she \_\_\_<sup>8</sup> (go).
8. By the end of the week he \_\_\_<sup>9</sup> (spend) all his money.
9. By this time next year I \_\_\_<sup>10</sup> (buy) a new car.
10. I \_\_\_<sup>11</sup> (arrive) at the court room by 8 p.m. to give my testimony.
11. By that time the police inspector \_\_\_<sup>12</sup> (interrogate) all witnesses.
12. I \_\_\_<sup>13</sup> (write) him a letter by the time his sister arrives to take it.
13. The train \_\_\_<sup>14</sup> (leave) by the time we arrive at the station.
14. By 2 o'clock we \_\_\_<sup>15</sup> (discuss) all the problems
15. We \_\_\_<sup>16</sup> (come) to the theatre by the time the show starts.
16. I \_\_\_<sup>17</sup> (find) the job of my dream by the end of this week.
17. Sally always leaves for work at 8.30 in the morning. She won't be at home at 9 o'clock – she \_\_\_<sup>18</sup> (go) to work.
18. Ted and Amy have been married for 24 years. Next year they \_\_\_<sup>19</sup> (be married) for 25 years.
19. "You shall remain here," he said. "In a few days you \_\_\_<sup>20</sup> (recover) from all your problems".
20. He \_\_\_<sup>21</sup> (download) the recommended software before you come.
21. The mechanical engineer is really busy now, but he \_\_\_<sup>22</sup> (replace) the broken parts of the engine in one week.
22. Tony thought, "By the end of the fortnight we \_\_\_<sup>23</sup> (spend) all our money. But by that time, perhaps, I \_\_\_<sup>24</sup> (find) another job."
23. \_\_\_ they \_\_\_<sup>25</sup> (pass) all their exams before they go to Italy?
24. We \_\_\_<sup>26</sup> (not discuss) this proposal by the end of the week.
25. He will be tired when he arrives. He \_\_\_<sup>27</sup> (not sleep) for a long time.



**Exercise B:** Transform the given sentences with direct speech into the reported speech sentences. Mind the short comments given:



*Future Perfect* in reported speech asks to replace *will* to *would*. Apart from that, there are some changes in *time* and *place words*.

E.g.: She said: "I will have returned from the US by the end of this month." E.g.: She said she would have returned from the US by the end of that month.

1. The reporter predicted, "The terrorist will have left by the time the police arrive to find a scene of horrifying destruction".

**Reported speech:** \_\_\_\_\_

2. The manager spoke in a trustful tone, "They will have shipped the goods when your long-distance lorry driver arrives to the seaport".

**Reported speech:** \_\_\_\_\_

3. The writer's agent told us with all his confidence, "By next June Mr. Craig will have written his second outstanding novel".

**Reported speech:** \_\_\_\_\_

4. The police officer said, "The inspector will have finished his interview of the suspect when you come".

**Reported speech:** \_\_\_\_\_

5. I promised to the editor, "Don't worry! I will have written the article tomorrow by 3 p.m."

**Reported speech:** \_\_\_\_\_

6. My boss was completely frustrated and exclaimed, "They will not have finished the work by Sunday".

**Reported speech:** \_\_\_\_\_

7. The taxi driver felt nervous and said, "The traffic jam is enormous! The train will already have left by the time we arrive at the station".

**Reported speech:** \_\_\_\_\_

8. She burst into tears and exclaimed, "Half a year! Everyone will have forgotten me!"

**Reported speech:** \_\_\_\_\_

9. She tried to persuade us to keep patient and concluded, "The experts will have ended the experiment by next week."

**Reported speech:** \_\_\_\_\_





**Exercise C:** Put these sentences in the Future Perfect Tense into negative form. Mind the order of words in the sentences:

1. By the year 2012, I *will have graduated* from University.

**Negative** \_\_\_\_\_

2. By the time John is 20, he *will have inherited* all features of antisocial behavior so common to his parents.

**Negative** \_\_\_\_\_

3. By this time tomorrow, environment protesters *will have made* common cause with local people to stop the motorway being built.

**Negative** \_\_\_\_\_

4. In case he commits any repeated crime, he will immediately have been sent to prison for a long period of incarceration.

**Negative** \_\_\_\_\_

5. The psychiatric team thinks that committal will only have been beneficial in her case.

**Negative** \_\_\_\_\_

6. She will have gotten a 15% commission on every machine when she sells them.

**Negative** \_\_\_\_\_

7. Amanda will apparently have rejected his amorous advances. Her parents are strict Catholics.

**Negative** \_\_\_\_\_

8. You will have observed the wish of the company to raise prices on its products.

**Negative** \_\_\_\_\_

9. You will have perfected your English by the time you come back from the U.S.

**Negative** \_\_\_\_\_

10. Sam is probably going to have completed the proposal by the time he leaves this afternoon.

**Negative** \_\_\_\_\_

11. The police will have issued an appeal to the public to stay away from the centre of town by the time the Gay Pride Parade kicks off.

**Negative** \_\_\_\_\_

12. Teaching will have attracted people of higher caliber when it pays more.

**Negative** \_\_\_\_\_

13. I will have been in London for six months by the time I leave.

**Negative** \_\_\_\_\_



**Exercise D:** Put questions to these sentences in the Future Perfect Tense. Mind the order of words in your questions:

1. Her legal advisers *will have persuaded* her to mention the names of the people involved in the robbery before the charge is brought.

**Question:** \_\_\_\_\_

2. It *will have taken* a lot of persuasion to convince the committee of the advantages of the new scheme by the time the project launches.

**Question:** \_\_\_\_\_

3. News of her brother's arrest *will have perturbed* (= worried) her greatly.

**Question:** \_\_\_\_\_

4. We need a society which *will have welcome* people of all religious persuasions before we draw into hatred.

**Question:** \_\_\_\_\_

5. Even thirty years after the fire he *will still have been haunted* by images of death and destruction.

**Question:** \_\_\_\_\_

6. By this time next month, most of the aid *will have been trucked* into the city, although some arrives by boat.

**Question:** \_\_\_\_\_

7. By this time next year the vast majority of juvenile crime *will have been committed* by truants (= regularly absent from school without permission).

**Question:** \_\_\_\_\_

8. She *will have remained* true and loyal to the president whatever happens.

**Question:** \_\_\_\_\_

9. Mushrooms aren't truly vegetables, but many people *will have thought* they are.

**Question:** \_\_\_\_\_

10. By the end of this auction their million-pound bid for the company will have been trumped by an offer from their main competitor.

**Question:** \_\_\_\_\_

11. By the time the reconstruction is over, the museum *will loudly have announced* its reputation as one of the finest in the world.

**Question:** \_\_\_\_\_

12. The company *will have gained* a worldwide reputation for quality if their advertisement doesn't promote negative images of women.

**Question:** \_\_\_\_\_

13. I *will have taken* your wise advice on which computer to buy.

**Question:** \_\_\_\_\_



**Exercise E:** Put the verbs in parentheses either into the Present perfect or Future perfect tense forms. Mind the need of usage:



1. Following last month's riots, the two big gangs in Los Angeles \_\_\_<sup>1</sup> (finally declare) a truce (=interruption in a war), ending years of bloodshed.
2. If the three parties \_\_\_<sup>2</sup> (not reach) agreement by the end of this month, there is a real threat of civil war.
3. I don't think you \_\_\_<sup>3</sup> (ever get) Toney's agreement to these proposals.
4. An unknown terrorist group \_\_\_<sup>4</sup> (claim) responsibility for this morning's bomb attack.
5. By this time tomorrow morning, the company \_\_\_<sup>5</sup> (publicly make) excuses on the local television for the pollution in the river.
6. The pilot of the aircraft \_\_\_<sup>6</sup> (surely be exculpated) when all the facts are known. (to exculpate = to remove blame from someone)
7. Small businesses \_\_\_<sup>7</sup> (be exempted) from the tax increase. This idea sounds fine in principle but it seems that they \_\_\_<sup>8</sup> (not work out) the economics behind the policies.
8. Police \_\_\_<sup>9</sup> (issue) an Identikit of the man they want to question.
9. The man's identity \_\_\_<sup>10</sup> (be kept) in secret by the time the investigation with enquiries is over.
10. The secretary \_\_\_<sup>11</sup> (not type) the document by the time the boss comes.
11. Thousands of troops \_\_\_<sup>12</sup> (mass) along the border in preparation for an invasion.
12. She \_\_\_<sup>13</sup> (recently achieve) her third win at a major tennis tournament.
13. Jason is so slow! He \_\_\_<sup>14</sup> (not change) the tire by the time we will have to leave.
14. The teacher \_\_\_<sup>15</sup> (not check) the tests by the beginning of the lesson.
15. The robbers \_\_\_<sup>16</sup> (shoot) a policeman so as to make their getaway.
16. Doctor Rivers is just a monster! I \_\_\_<sup>17</sup> (charge) him with gross negligence, unprofessional conduct and improper use of dangerous drugs.
17. You \_\_\_<sup>18</sup> (sell) me a faulty product and I demand satisfaction.
18. The value of pound sterling \_\_\_<sup>19</sup> (recently increase) against several other currencies.
19. We \_\_\_<sup>20</sup> (not have) lunch by the beginning of the work.
20. Now that the finance \_\_\_<sup>21</sup> (be secured), the production of the movie is assured.



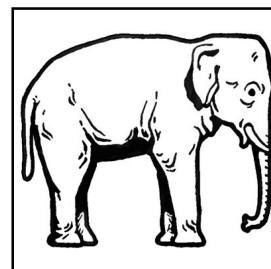
**Exercise F:** Put the verbs in brackets into the Future perfect tense in these given short conversations:

**At the Zoo:**

Householder: One of your elephants is in my garden eating my tomatoes.

Zoo official: The elephant keeper will be with you in half an hour.

Householder: Your elephant \_\_\_<sup>1</sup> (eat) all my tomatoes by then!



**On tour:**

Tourist: We've only got five hours in Rome. We are leaving but I'm sure that we \_\_\_<sup>2</sup> (see) everything of importance by then.

The guide: You \_\_\_<sup>3</sup> (visit) the most interesting places by the time you leave.



**Interview:**

Interviewer: Can you imagine your life in 2015? What \_\_\_ you \_\_\_<sup>4</sup> (done) by then do you think?

Tickle Jeer: I'm sure I \_\_\_<sup>5</sup> (graduate) from the University, but I'm not so confident about my future career.

Interviewer: \_\_\_ you \_\_\_<sup>6</sup> (get) a highly paid position?

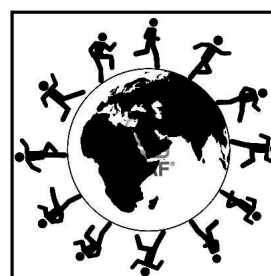
Tickle Jeer: I hope so. I guess, I \_\_\_<sup>7</sup> (make) a good lawyer. What I'm really sure about I \_\_\_<sup>8</sup> (fall) in love dozens of times. I \_\_\_<sup>9</sup> (marry) then though I'm not going to think about marriage until I'm a bit older.

Interviewer: What \_\_\_<sup>10</sup> (happen) to the world climate by 2015?

Tickle Jeer: I'm not an expert in environmental issues, but I suppose temperature \_\_\_<sup>11</sup> (increase) a lot by then and there \_\_\_<sup>12</sup> (be) lots of various natural and man-made disasters. In fact, forecasts are not my priority. I don't think anyone really knows what to expect. But I don't think the world \_\_\_<sup>13</sup> (change) very much by 2015. Most of the problems the world faces today \_\_\_<sup>14</sup> (remain) unsolved. Our budget \_\_\_<sup>15</sup> (be drastically reduce). The fertilizers and pesticides used on many farms \_\_\_<sup>16</sup> (pollute) the water supply. Mass media \_\_\_<sup>17</sup> (keep) impacting the public with violence and sleaze (=activities, especially business or political, of a low moral standard).

Interviewer: Hm-m... These are pretty gloomy perspectives, I'm afraid. \_\_\_ there \_\_\_<sup>18</sup> (be) any positive changes?

Tickle Jeer: I hope so. All nations \_\_\_<sup>19</sup> (come) together to live in peace. There \_\_\_<sup>20</sup> (be) further development of trade, science and technology.





**Exercise G:** The facts given below are just predictions. Put the verbs in parentheses into Future Perfect. The choice of answers is optional:



1. By the 22<sup>nd</sup> century humans \_\_\_<sup>1</sup> (live) longer. According to numerous researches the anti-ageing is effectively achieved when...

a) people \_\_\_<sup>2</sup> (have) **expensive hormonal treatment;**

b) people \_\_\_<sup>3</sup> (eat) **a careful and balanced diet;**

c) people \_\_\_<sup>4</sup> (drink) **a magic potion made from**

**plants in the Amazon forest**

2. By some time in the 22<sup>nd</sup> century, fossil fuels like coal gas and oil \_\_\_<sup>5</sup> (all be consumed). Electricity \_\_\_<sup>6</sup> (be generated) from the wind which is a cheap and clean source of energy. But the main argument against it is that...

a) wind generators \_\_\_<sup>7</sup> (change) **any landscape to ugly and intrusive;**

b) wind generators \_\_\_<sup>8</sup> (only work) **when it is windy;**

c) birds \_\_\_<sup>9</sup> (confuse) **wind generators with old oak trees.**



3. By the beginning of the 22<sup>nd</sup> century, huge boats \_\_\_<sup>10</sup> (transport) enormous icebergs from the South Atlantic Ocean to the Middle East so as...

a) **flooding is prevented due to global warming;**

b) **the polluted water of other seas is replaced;**

c) **the Sahara desert is irrigated**

4. By the same time in the nearest future pedestrians \_\_\_<sup>11</sup> (cover) any long distances within their cities or towns much more quickly

a) **in hover-taxis; b) on moving pavements; c) on state-owned bicycles**

5. By the 22<sup>nd</sup> century it \_\_\_<sup>12</sup> (be) possible to get from London to Tokyo by a jet space aircraft...

a) **in one hour;**

b) **in thirty minutes;**

c) **in three hours**



6. Unless steps are taken to protect them, a quarter of a million plant species \_\_\_<sup>13</sup> (be made) extinct in our children's lifetime, largely because of...

a) **pollution;**

b) **forest destruction;**

c) **changes in the climate**





**Exercise H:** Have you answered all questions listed in the above Exercise F? Do you want to check how close you were to the truth? Read the text below. Confirm or reject your previous answers:

*Based on Susan Kay, English Language Teaching, 1996*

*Use this sample:* I was right, Subject + Predicate (Future Perfect positive)

I was wrong, Subject + Predicate (Future Perfect negative)

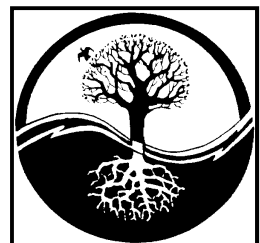
1. Aircraft capable of flying at ten times the speed of sound are being designed for the future. They will take off from an ordinary runway, climb through the atmosphere to the edge of space and then re-enter the atmosphere to land normally at their destination. One day in the 22<sup>nd</sup> century, people will be landing in Tokyo just one hour after taking off from Heathrow Airport in London.



2. Most of our energy comes from coal, oil and gas. One day these fossil fuels will all be consumed. We should be careful now how we use them and make plans for using less. Our attitudes to energy in the next 20 years will affect the entire planet for centuries. Generating electricity from the wind is a good, clean source of energy to some, but an intrusion on the landscape to others. One critic described them as "like toilet brushes disfiguring the countryside".



3. Tropical forests are immensely rich. They may cover only six per cent of the earth's surface, but they support over two-thirds of the world's plant and animal species. Scientists believe that a quarter of a million plant species could be made extinct in our children's lifetime largely because of forest destruction. The forests are a vital source of medicinal plants and so by destroying forests, we may be destroying the drugs which could cure cancer and other serious diseases.



4. More than three-quarters of the world's fresh water is locked in the ice-caps of the Arctic and in the south of Antarctica (=at the North and South Poles). A small amount of this pure water would be sufficient to transform the dry areas of the world into fertile land. Engineers think that it would be possible to transport an iceberg of up to 10 kilometers in length using a tug the size of a supertanker to pull it. The Sahara desert has the advantage of being close to the sea and could be irrigated using water



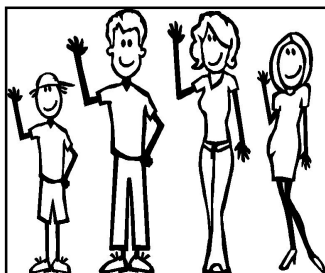
from the iceberg without the expense of long-distance pipelines.

5. Pedestrians in the cities of the future could speed through the streets at up



to 15 kilometers per hour just by standing still. A network of moving pavements could reduce travelling time and end rush-hour traffic jams for ever. A Swiss company has invented a system of high speed moving pavements. Pedestrians will be able to step on and off them as easily as using an ordinary escalator.

6. For long periods of time scientists have been working on experiments




with hormonal treatments and chemicals to reduce the oxygen content of the blood. But the most promising method of retarding age is through diet. Research has shown that a diet containing all the essential ingredients but with the calorie intake reduced to only three-fifths the normal level could lead to a lifespan of

two-fifths longer. Most people would be happy to find the best way to stay younger!

**Your comments here:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

 <b>Exercise I:</b> Check your understanding of some words used in the above exercises. Choose one option to fit the intended meaning:		
<b>1. destination</b> a) source b) adventure c) target	<b>4. intrusion</b> a) advantage b) assistance c) interference	<b>7. extinct</b> a) existent b) nonexistent c) preserved
<b>2. potion</b> a) tasty food b) magic drink c) container for poison	<b>5. irrigate</b> a) saturate b) strengthen c) dehydrate	<b>8. species</b> a) variety b) debt c) currency
<b>3. fossil</b> a) young generation b) organic remains c) current events	<b>6. retard</b> a) release b) increase c) diminish	<b>9. pollution</b> a) purification b) preservation c) damage



**Exercise J:** Fill in the gaps with the appropriate word/ expression from the box of words below to complete each of the sentences:

damages	police	leaders	disciplinary	majority
law	summit	misconduct	University	custody
funds	paranoid	breakdown	restriction	symptoms
matter	summons*	protest marches	depression	loss

1. By the end of my \_\_\_<sup>1</sup> course I will have attended about 1,200 lectures.

2. World \_\_\_<sup>2</sup> will meet next week for their annual economic \_\_\_<sup>3</sup>. Anti-globalists will certainly have planned their \_\_\_<sup>4</sup> throughout the country.

3. Unless the \_\_\_<sup>5</sup> in both Houses blocks it, the lobbyists for the tobacco industry will just have expressed concerns about the \_\_\_<sup>6</sup> of smoking in public places.

4. She will have been released from police \_\_\_<sup>7</sup> in case someone stands bail for her.

5. As you suffer from \_\_\_<sup>8</sup>, tiredness, loss of appetite and sleeping problems will all have been classic \_\_\_<sup>9</sup> of such a disorder.

6. By his twenties he will have suffered a nervous \_\_\_<sup>10</sup> unless he changes his lifestyle.

7. By the end of the week a \_\_\_<sup>11</sup> hearing will have examined charges of serious professional \_\_\_<sup>12</sup> against three surgeons.

8. He is completely convinced, almost in a \_\_\_<sup>13</sup> way that his boss is going to have fired him as soon as possible.

9. The body will only have been found after an extensive search by \_\_\_<sup>14</sup> with tracker dogs.

10. In less than two weeks Gough will have served a writ on Slater claiming \_\_\_<sup>15</sup> for alleged \_\_\_<sup>16</sup> of royalties.

11. Each person served with a \_\_\_<sup>17</sup> will have been given six weeks before they appear in the Magistrates' Court.

12. The council will be meeting on the morning of the 25th. The Prime Minister will have convened his ministers to discuss the \_\_\_<sup>18</sup> by that date.

13. Politicians from different parties will have been ranged against the new \_\_\_<sup>19</sup> again.

14. The reduction in \_\_\_<sup>20</sup> will certainly have throttled\*\* the development of new programs.



\* summons – an official demand to appear in a court of law

\*\* throttle – to prevent something from succeeding



**Exercise J:** Transform the Active form of the given sentences in the Future Perfect tense into the Passive form. Do not change the intended meaning of the sentences and the tense of the verbs:

1. The inspector *will have interviewed* six witnesses before he attends a luncheon meeting.

**Passive:** \_\_\_\_\_

2. If this year is like last year, I *will have finished* my holiday shopping long before my brother starts his.

**Passive:** \_\_\_\_\_

3. The professor *will have finished* grading essays by the end of the week.

**Passive:** \_\_\_\_\_

4. By the time you get back from the corner store, we *will have finished* writing the letter of complain.

**Passive:** \_\_\_\_\_

5. They *will have written* their confession by the time we get out of bed.

**Passive:** \_\_\_\_\_

6. The lawyer and his assistant *will have examined* all the documents before they start preparing the brief of the case.

**Passive:** \_\_\_\_\_

7. By the time this couple *will have reached* any suitable decision about parenting they are involved into a new chain of claims on each other.

**Passive:** \_\_\_\_\_

8. We *will always have accommodated* our clients with financial assistance.

**Passive:** \_\_\_\_\_

9. The divorce *will have affected* every aspect of her life.

**Passive:** \_\_\_\_\_

10. Unless you change your jokey tone she will sill have affected indifference to all her problems.

**Passive:** \_\_\_\_\_

11. Well, it will only have raised the moral tone of the evening if I invite a vicar to the party.

**Passive:** \_\_\_\_\_

12. He will surely have been in a very bad mood when he arrives, and that will have set the unpleasant tone for the whole meeting.

**Passive:** \_\_\_\_\_

13. After you *will have passed* through immigration control, you can go and get your luggage.

**Passive:** \_\_\_\_\_



**Exercise K:** Transform the Passive form of the given sentences in the Future Perfect tense into the Active form. Do not change the intended meaning of the sentences and the tense of the verbs:

1. Several innocent bystanders *will have been injured* in the explosion.

**Active:** \_\_\_\_\_

2. By the time the new law is adopted strict limits on immigration into the country *will have been imposed*.

**Active:** \_\_\_\_\_

3. The proposed merger of the companies *will have been voted on* by the shareholders seeking benefits.

**Active:** \_\_\_\_\_

4. The US embassy *will have been sought* as an asylum for hundreds of dissidents if the separatists start a campaign of terror in Iraq.

**Active:** \_\_\_\_\_

5. Unless the police undertake strict preventive measures our streets *will only have been terrorized* by the street gangs.

**Active:** \_\_\_\_\_

6. The government *will never have been intimidated* by terrorist threats.

**Active:** \_\_\_\_\_

7. I *will just have been filled* with horror at the thought of speaking in front of so many people!

**Active:** \_\_\_\_\_

8. By the time that horror movie is over I *will all have been broken out* in a cold sweat.

**Active:** \_\_\_\_\_

9. Prisoners of war *will have been subjected* to inhuman and degrading treatment in many parts of the world.

**Active:** \_\_\_\_\_

10. There is an unspoken assumption in the department that Hurry's personal e-mail *will have been read* by Sue as soon as he leaves the office.

**Active:** \_\_\_\_\_

11. She *will have been awarded* an unspecified amount of money by the court.

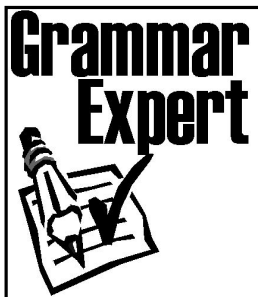
**Active:** \_\_\_\_\_

12. She *will ever have been chased* by the reporters because they want to get every detail of an accident from an eyewitness.

**Active:** \_\_\_\_\_



### **5 grammar myths and what you should do about them**



From the first time you handed in an essay to your teacher, people have been checking your grammar. But in many cases, they've been checking it incorrectly.

**Myth 1: You must not split infinitives** – Some people say that "to boldly go" is grammatically incorrect because the word "boldly" appears between "to" and "go".

However, there is no such rule in English. The notion is based on a misplaced 19th century idea that English must follow Latin where the infinitive cannot be split because it is one word.

**Myth 2: You cannot use "they" or "them" to describe an individual** – English doesn't have a gender-neutral singular pronoun. In other words, where a person's gender is not known, there is no equivalent to "he" or "she" that can be used to describe the person. As a result, some people prefer the sentence: "Somebody ate my sandwich, and he/ she should pay for it" to the sentence "Somebody ate my sandwich, and they should pay for it". But in spoken English, most people would say the latter. Just because the word "somebody" implies a single person, it doesn't mean we all must switch to "he/ she" when we're writing.

**Myth 3: You cannot start a sentence with "and" or "but"** – There is no grammatical reason why it's wrong to start sentences with either "and" or "but". For example, the sentence: "And they lived happily ever after" begins with "and". Some people may not like the style, but there are times when it can help to add emphasis. Authors have been starting sentences with "and" and "but" in English for hundreds of years, so there is no reason not to use "and" or "but" as long as the result is still a full sentence.

**Myth 4: You cannot end a sentence with a preposition** – As with split infinitives, this "rule" date backs to Latin. But it has no place in English. For example, the sentence: "Who is that you are with?" is neither better nor worse than "Who is that with you?"

**Myth 5: You cannot use "none" with a plural** – "None" sometimes takes the singular and sometimes the plural. This can be thought of as the distinction between using "none" to signify "not one" (the singular) and using it to signify "not any" (the plural). For example: "None of them want sugar" can actually be understood as "not any", so the plural form of the verb is used.

**The One Rule That Actually Matters** – English doesn't have an academy to set rules for language usage and grammar. And you don't need to obey arbitrary rules like the myths above when you write. However, you do need to think about the context in which you are writing and ensure you meet your readers' needs. If you're writing a formal document, then you may want to adopt a more formal style by not starting sentences with "and". It's also possible that your client, boss or editor may prefer writing that follows any one of these myths. And if you're writing a bid document or research proposal, do you want to risk raising the hackles of your examiner with a grammar technicality? If your examiner doesn't like it, you won't get the chance to explain why there's nothing wrong with a split infinitive. The best approach is to properly check through your document. Take the time to fully proofread your text and consider these points on a case-by-case basis.

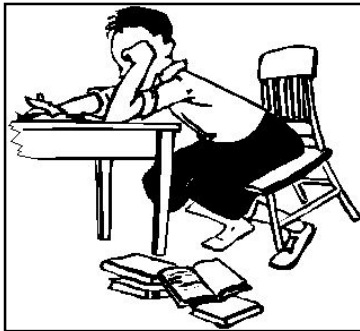


### Have Fun! Lawyer Jokes!

- During a grammar lesson in the eighth grade Mrs. O'Neill said, "Paul, give me a sentence with a direct object." Paul replied, "Everyone thinks you are the best teacher I the school." "Thank you, Paul," responded Mrs. O'Neill, "but what is the object?" "To get the best mark possible," said Paul.
- "James while John had had had had had had had had had had had a better effect on the teacher" is an English sentence used to demonstrate lexical ambiguity and the necessity of punctuation. The phrase can be understood more clearly by adding punctuation and quotation marks:  
James, while John had had "had," had had "had had". "Had had" had had a better effect on the teacher.  
The meaning could thus be rendered "It was the case that while John used 'had,' James used 'had had.' The teacher preferred 'had had.'"
- A panda walks into a café. He orders a sandwich, eats it, then draws a gun and fires two shots in the air. "Why?" asks the confused waiter, as the panda makes towards the exit. The panda produces a badly punctuated wildlife manual and tosses it over his shoulder. "I'm a panda," he says at the door. "Look it up." The waiter turns to the relevant entry and, sure enough, finds an explanation. "Panda. A large black-and-white bear-like mammal native to China. Eats, shoots and leaves."



**Exercise L: Choose the correct verb tense for each sentence:**



1. By the time I'm 25, I \_\_\_<sup>1</sup> most of my priorities (=goals).

**a) will have achieved; b) will achieve**

2. This time tomorrow morning I \_\_\_<sup>2</sup> before the jury in a court of law.

**a) will have testified; b) will be testifying**

3. I \_\_\_<sup>3</sup> continual problems with this car ever since

I bought it.

**a) have had; b) will have had**

4. In less than a week arrangements \_\_\_<sup>4</sup> to move the prisoners to another jail. **a) will have been made; b) have been made**

5. You can only withdraw money from this account in case you \_\_\_<sup>5</sup> plans to do so with the bank. **a) will have made; b) will be making**

6. He \_\_\_<sup>6</sup> after customs officers found drugs in his bag.

**a) will have been arrested; b) has been arrested**

7. He \_\_\_<sup>7</sup> to find that his room had been burgled.

**a) arrived back; b) will have arrived**

8. The broader introduction of satellite television \_\_\_ only \_\_\_<sup>8</sup> the face of broadcasting. **a) will be changing; b) will have changed**

9. Whatever his shortcomings as a husband, he \_\_\_<sup>9</sup> a good father to his children. **a) will make; b) will have made**

10. The raiders \_\_\_<sup>10</sup> everyone in the bank before they escaped in a van.

**a) have machine-gunned; b) will have machine-gunned**

11. The party machine \_\_\_<sup>11</sup> into action with its preparation for the election.

**a) has swung; b) is swinging**

12. I \_\_\_<sup>12</sup> the job myself but I don't have the proper equipment.

**a) have done; b) will have done**

13. The government \_\_\_<sup>13</sup> to propagate the belief that this is a just war

**a) had tried; b) will have tried**

14. You \_\_\_<sup>14</sup> loads if you get to the top in that profession.

**a) will have earned; b) had earned**

15. \_\_\_ the police \_\_\_<sup>15</sup> the man who committed that notorious bank robbery? **a) Have ... gotten; b) Will ... have gotten**

16. Every available officer \_\_\_<sup>16</sup> to the investigation.

**a) will have assigned; b) will have been assigned**





**Exercise M:** Joe is 17. He is thinking about what will have happened by the time he is 25. Use the Future perfect tense to make his statements full:

*Example: By the time I'm 25 I will have...*

No	Plans	Full statement
1	graduate from the University	.....
2	start dating someone special	.....
3	change bad habits for better ones	.....
4	stop smoking	.....
5	travel a lot	.....
6	study foreign languages	.....
7	rent a house	.....
8	open a bank account	.....
9	set future career plans	.....
10	get a highly paid job	.....
11	achieve good reputation	.....
12	attend dance class	.....
13	go out as regularly as possible	.....
14	earn a lot of money	.....
15	do a lot of work for charity	.....
16	become a charismatic leader	.....
17	fight scares of speaking in public	.....
18	keep in touch with close relatives	.....
19	buy a brand new Ford car	.....
20	make a trustworthy lawyer	.....



**Exercise N:** Use Joe's plan to think about what will have happened by the time you are 25. Use the Future perfect tense to make your statements full. Make use of the words from the pool:

**Pool of words**

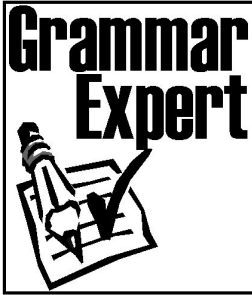
successfully	reliable	proofreading	bar exams	qualify
open-hearted	political	interview	love	rent a car
seriously	security	graduate	high scores	change
without delay	computer	pass	reject offer	work hard
for ever	colleagues	enjoy	be aware	fluently
expensive	nightclub	travel by air	funny story	deposit
mortgage	freelancer	get a tan	journey	community



## It is interesting to know

Based on Swain, M. Journal of Multilingual and Multicultural Development, 1996

### The benefits of Bilingual education



Bilingual education involves teaching academic content in two languages, a native and secondary language with varying amounts of each language used in accordance with the program model. The following are several different types of bilingual education program models:

**1. Transitional Bilingual Education** involves education in

a child's native language, typically for no more than three years, to ensure that students do not fall behind in content areas like math, science, and social studies while they are learning English. The goal is to help students transition to mainstream, English-only classrooms as quickly as possible, and the linguistic goal of such programs is English acquisition only.

**2. Two-Way or Dual Language Immersion Bilingual Education** is designed to help native and non-native English speakers become bilingual and biliterate. Ideally in such programs in a U.S. context, half of the students will be native speakers of English and half of the students will be native speakers of a minority language such as Spanish. Dual Language programs are less common in US schools, although research indicates they are extremely effective in helping students learn English well and aiding the long-term performance of English learners in school. Native English speakers benefit by learning a second language. English language learners (ELLs) are not segregated from their peers.

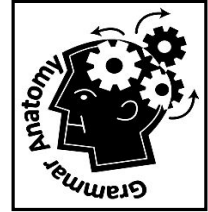
**3. Dual Language program** permits students to study in two different ways: 1) A variety of academic subjects are taught in the students' second language, with specially trained bilingual teachers who can understand students when they ask questions in their native language, but always answer in the second language; and 2) Native language literacy classes improve students' writing and higher-order language skills in their first language. Research has shown that many of the skills learned in the native language can be transferred easily to the second language later. In this type of program, the native language classes do not teach academic subjects. The second-language classes are content-based, rather than grammar-based, so students learn all of their academic subjects in the second language.

**4. Late-Exit or Developmental Bilingual Education** is in the child's native language for an extended duration, accompanied by education in English. The goal is to develop literacy in the child's native language first, and transfer these skills to the second language.



## It is interesting to know

### What are Signal Words?



**Signal words** or **Time linkers** help you to put your sentences into the correct tense. You can easily put the verb into the correct form if you know the signal word and which tense it demands

N <sup>o</sup>	Tense	Signal words
1	Present Simple	always; unless; every day; never; normally; regularly; on Sundays; at weekends; first; then; afterwards; occasionally; often; seldom; sometimes; usually; once a week; if sentence type I (If I talk, ...); yearly/annually
2	Past Simple	yesterday; last week; ever after; last Friday; ago; up till; in 1990; the other day; before; afterwards; in the end/ at the end; all the while; if sentence type II (If I talked, ...)
3	Future I Simple	in the next few days; in the future; this evening; in a year; next year; tomorrow; soon; probably; perhaps; if sentence type I (If you ask her, she will help you.); expressions of assumption: I think; I hope; I believe; I expect
4	Future I Simple (going to)	in one year; next week; tomorrow; in the next few days; in the future; this evening; next month
5	Present Progressive	at the moment; just; just now; Listen!, Look!, now; right now; still; at 3pm tomorrow; these days; forever
6	Past Progressive	when; while; as long as; at ten o'clock last night; as
7	Future Progressive	in one year; next week; tomorrow
8	Present Perfect Simple	already; ever; just; never; not yet; so far; till now; up to now; this week; this month; this year; today; since; for...; recently; lately; at last
9	Past Perfect Simple	up to that time in the past; already; just; never; not yet; once; until that day; after (+clause in simple past); for ..., since..., if sentence type III (If I had talked, ...)
10	Future Perfect Simple	by Monday; in a week, by the end of; by ... o'clock; by then; before; when (+Present Simple clause); for (fact)
11	Present Perfect Progressive	all day; for 4 years; since 1993; how long?; the whole week
12	Past Perfect Progressive	for; since; the whole day; all day
13	Future Perfect Progressive	for ...; the last couple of hours; all day long



**Exercise 1.** Put the verbs in parentheses into the correct verb tense. Choose btw the Past Simple, Past Perfect, Present Perfect and Future Perfect tenses:

1. The police \_\_\_<sup>1</sup> (find) no evidence of a terrorist link with the murder, according to ABC News.
2. All the evidence \_\_\_<sup>2</sup> (point) to a substantial rise in traffic last month.
3. The area where I \_\_\_<sup>3</sup> (grow up) \_\_\_<sup>4</sup> all (be modernized) and \_\_\_<sup>5</sup> (be gentrified), and \_\_\_<sup>6</sup> (lose) all its old character.
4. A cinema \_\_\_<sup>7</sup> (be burnt out) in north London last night. Police suspect arson.
5. The country \_\_\_<sup>8</sup> (finally agree) to reduce its nuclear arsenal.
6. The vase \_\_\_<sup>9</sup> just (be knocked down) when the earthquake happened.
7. The damage that the fire caused \_\_\_<sup>10</sup> (be eliminated) by the end of the week.
8. He \_\_\_<sup>11</sup> (already be sent) to help them when you called.
9. A post office \_\_\_<sup>12</sup> (be broken into) last night, and the thieves \_\_\_<sup>13</sup> (get away) with £120 000.
10. The project \_\_\_<sup>14</sup> (be finished) by next month.
11. When they \_\_\_<sup>15</sup> (get back) from their holiday they \_\_\_<sup>16</sup> (find) that their home \_\_\_<sup>17</sup> (be burgled).
12. Intruders \_\_\_<sup>18</sup> (enter) the house through a back window after they trespassed the targeted estate.
13. There \_\_\_<sup>19</sup> (be) an increase in terrorist attacks recently. The government \_\_\_<sup>20</sup> (say) that it will not be intimidated by terrorist threats.
14. The rebels \_\_\_<sup>21</sup> (take over) the capital and \_\_\_<sup>22</sup> (set up) a new government.
15. He \_\_\_<sup>23</sup> (be) a trade union activist and its charismatic leader for many years.
16. Much of the pressure for changing the law \_\_\_<sup>24</sup> (come) from special interest groups.
17. Congress \_\_\_<sup>25</sup> (reject) the recent presidential proposal on firearms.
18. The Pentagon \_\_\_<sup>26</sup> (cut) US forces by over 25 per cent by the next decade.
19. The governor \_\_\_<sup>27</sup> (be impeached) for wrongful use of state money.
20. Under the terms of the trust he \_\_\_<sup>28</sup> (receive) interest on the money, but he \_\_\_<sup>29</sup> (can not get) at the money itself.

21. She \_\_\_<sup>30</sup> (have) a car accident a year ago and \_\_\_<sup>31</sup> (suffer) from back pain from then on.
22. Until very recently he \_\_\_<sup>32</sup> (work) as a police officer and he still shudders at the memories.
23. The company \_\_\_<sup>33</sup> (go bankrupt) and \_\_\_<sup>34</sup> (be put) into the hands of the receivers.
24. The decision to escalate UN involvement \_\_\_<sup>35</sup> (be taken) in the hopes of a swift end to the hostilities.
25. By the time the US president's announcement on budget cuts is widely broadcasted stock markets around the world \_\_\_<sup>36</sup> (already react) to the news.
26. They favor the self-regulation of the industry, and strict codes of conduct \_\_\_<sup>37</sup> (already be issued) by the Advertising Association.
27. As I was going to the station, it \_\_\_<sup>38</sup> (begin) to rain. Fortunately, I \_\_\_<sup>39</sup> (take) an umbrella and \_\_\_<sup>40</sup> (put on) a coat.
28. I \_\_\_<sup>41</sup> (see) that movie before but I \_\_\_<sup>42</sup> (forget) what happened in it.
29. They \_\_\_<sup>43</sup> (work) and \_\_\_<sup>44</sup> (save) a lot of money before they \_\_\_<sup>45</sup> (retire) last year.
30. They have no idea how much they \_\_\_<sup>46</sup> (enjoy) their retirement.
31. They \_\_\_<sup>47</sup> (feel) bad about selling the house because they \_\_\_<sup>48</sup> (own) it for more than forty years.
32. The kidnapper \_\_\_<sup>49</sup> (already bind) the child's arm when the police \_\_\_<sup>50</sup> (arrive).
33. By the time our government provides some appropriate measures most drug addicts \_\_\_<sup>51</sup> (turn) to crime in order to support their habit.
34. He \_\_\_<sup>52</sup> (find) it a lot more difficult to get a job than he \_\_\_<sup>53</sup> (suppose) it would be.
35. I made the mildest of criticisms and he \_\_\_<sup>54</sup> (jump down) my throat.
36. When I \_\_\_<sup>55</sup> (be) younger, I \_\_\_<sup>56</sup> (think nothing) of cycling 50 miles in a day.
37. The last person we \_\_\_<sup>57</sup> (hire) in the shop \_\_\_<sup>58</sup> (turn out) to have sticky fingers (=to be likely to steal).
38. As a penance, she is going to \_\_\_<sup>59</sup> (buy) them all a box of chocolates.
39. He \_\_\_<sup>60</sup> (demand) a full apology from the newspaper for making untrue allegations about his personal life.
40. Tourism \_\_\_<sup>61</sup> (replace) agriculture as the nation's main industry in Thailand.
41. I hope my book \_\_\_<sup>62</sup> (be printed) by next spring at least.

**Exercise 2.** Choose the best signal word from the pool of words below to fill in the gaps so as to complete the given sentences. Give your reasons on the usage needs. Indicate the tense that demands the signal word to be used:

all this week	whereas	for three years	this year
by the end of	by now	often	by 8 o'clock
unless	after three years	forever	these days
after	up till 1918	still further	last week
for three hours	before	11 p.m.	some time ago
so far	Listen!	until yesterday	until
never	likely	as yet	after
during	from day to day	in the past month	as a result
Listen	for nearly 2 months	by the time	ever after
after nine years	at the present time	after a while	by five o'clock

1. The symptoms of the disease change \_\_\_\_ \_\_\_\_ \_\_\_\_<sup>1</sup>.
2. \_\_\_\_<sup>2</sup>, the project was just a possibility, but now it has become a real probability, in other words, it is \_\_\_\_<sup>3</sup> that it will happen.
3. Let us \_\_\_\_<sup>4</sup> forget those who gave their lives for their country.
4. No ambulances had \_\_\_\_<sup>5</sup> managed to get across the river.
5. We haven't needed extra staff \_\_\_\_<sup>6</sup>, but may do in the future.
6. \_\_\_\_<sup>7</sup>, we are really planning to sort out our insurance claim this weekend.
7. Emma went to work in New York a year ago, and we haven't seen her \_\_\_\_<sup>8</sup>.
8. \_\_\_\_ \_\_\_\_ \_\_\_\_<sup>9</sup> in Cambridge, Susannah and Guy moved to Wallington, where they lived happily \_\_\_\_ \_\_\_\_<sup>10</sup>.
9. Will she have learned enough Chinese to communicate \_\_\_\_<sup>11</sup> she moves to Beijing?
10. Before the new machine will be stopped tomorrow morning, it will have been working \_\_\_\_ \_\_\_\_ \_\_\_\_<sup>12</sup>.
11. She is \_\_\_\_<sup>13</sup> telling him she is going to leave him but she never actually does.
12. She's a nurse so she \_\_\_\_<sup>14</sup> works unsocial hours.
13. \_\_\_\_ \_\_\_\_ \_\_\_\_<sup>15</sup> of drought, the water in the lake had reached an all-time low.
14. If you had got on with your work instead of wasting time chatting, you would be finished \_\_\_\_ \_\_\_\_<sup>16</sup>.
15. We regret that \_\_\_\_ \_\_\_\_ \_\_\_\_ \_\_\_\_<sup>17</sup> we are unable to supply the goods you ordered.

16. The college president shall have reported financial shortfalls to the executive director \_\_\_\_\_<sup>18</sup> each semester.
17. It is my firm belief that all the efforts of government and industry will come to naught \_\_\_\_\_<sup>19</sup> the good citizen and consumer takes the initiative.
18. It was \_\_\_\_\_<sup>20</sup> that I last heard from her.
19. Marv Vandenberg of Montville, N.J., was walking his dogs around \_\_\_\_\_<sup>21</sup>, when screams shattered the peace of this usual placid neighborhood.
20. A clever crook, dressed as an armored truck guard, waltzed out of a Queens check-cashing joint \_\_\_\_\_<sup>22</sup> with almost \$15,000 in cash.
21. A Manhattan woman has been arrested for knocking over three Bronx banks \_\_\_\_\_<sup>23</sup>.
22. He works slowly and precisely \_\_\_\_\_<sup>24</sup> I tend to rush things and make mistakes.
23. She will have been working at that company \_\_\_\_\_<sup>25</sup> when it finally closes.
24. \_\_\_\_\_<sup>26</sup> he will have finished his report.
25. The child had been brutally beaten \_\_\_\_\_<sup>27</sup> his neighbors reported police.
26. Car insurance premiums have increased \_\_\_\_\_<sup>28</sup>.
27. \_\_\_\_\_<sup>29</sup> a few polite preliminaries (=introductions), we stated our main ideas and intentions.
28. The fact that you were late \_\_\_\_\_<sup>30</sup> may prejudice your chances of getting a promotion.
29. The company is hoping to extend its market \_\_\_\_\_<sup>31</sup>.
30. \_\_\_\_\_<sup>32</sup>, women in Britain were not allowed to vote.
31. Criminal gangs are terrorizing the city with apparent impunity \_\_\_\_\_<sup>33</sup>.
32. People who hand in illegal weapons will not be prosecuted \_\_\_\_\_<sup>34</sup> the amnesty.
33. An Arizona sicko (=mentally ill person) beat his girlfriend to death for cheating on him and then lived with her decomposing corpse \_\_\_\_\_<sup>35</sup>, police said.
34. A pair of thuggish brothers brutally attacked an American Airlines pilot \_\_\_\_\_<sup>36</sup> he kicked one of them off a plane for being passed out drunk, officials said.
35. She had promised to be back \_\_\_\_\_<sup>37</sup>.
36. \_\_\_\_\_<sup>38</sup> I get to the station the train will have already gone.
37. I pressed the buzzer and \_\_\_\_\_<sup>39</sup> someone came to the door.
38. Many children have become emotionally disturbed \_\_\_\_\_<sup>40</sup> of the abuse they have suffered.

**Exercise 3.** Choose the best option among the verb-forms from the multiple choices below each sentence to fit the context of the given sentences:

1. Three suspected terrorists \_\_\_<sup>1</sup> by police so far.

**a) had been arrested; b) have been arrested; c) will have been arrested**

2. She \_\_\_<sup>2</sup> to be back by five o'clock.

**a) had promised; b) promised; c) was promising**

3. By the time I testify in a court of law the other witnesses \_\_\_<sup>3</sup> their ultimate issue testimony.

**a) had made; b) already made; c) will have already made**

4. The progress of civilization \_\_\_<sup>4</sup> in a change alike in the theory and in the method of punishment.

**a) is resulting; b) has resulted; c) will result**

5. Since 1990, nine countries \_\_\_<sup>5</sup> offenders who were juveniles at the time of their crimes: The People's Republic of China (PRC), Democratic Republic of the Congo, Iran, Nigeria, Pakistan, Saudi Arabia, Sudan, the United States and Yemen.

**a) have executed; b) were executing; c) executed**

6. The notorious offender thought he \_\_\_<sup>6</sup> ways of making illegal money, when he found the gap in the Internet market.

**a) had exhausted; b) exhausted c) will have exhausted**

7. Concern \_\_\_ recently \_\_\_<sup>7</sup> about the death in detention of a number of political prisoners.

**a) is being expressed; b) have been expressed; c) has been expressed**

8. By the nearest future, cars equipped with on-board computers \_\_\_<sup>8</sup> to detect and avoid traffic jams automatically.

**a) had been able; b) are to be able; c) will have been able**

9. The council \_\_\_ yet \_\_\_<sup>9</sup> the site for the new hospital.

**a) didn't choose; b) haven't chosen; c) have chosen**

10. In order to make the project a success, they \_\_\_ only \_\_\_<sup>10</sup> a significant portion of their time and energy.

**a) had invested; b) will invest; c) will have invested**

11. There \_\_\_<sup>11</sup> a significant increase in the number of women students in recent years.

**a) has been; b) was; c) had been**

12. Once she \_\_\_<sup>12</sup>, she could quite fairly say, in answer to some questions at least, that she didn't run the risk of incriminating herself.

**a) had been arrested; b) will be arrested; c) was arrested**



**Exercise 4.** Test your understanding of word order in perfect tense (Present, Past, Future) constructions. Make full sentences with sense from these parts:

1. area/ in/ majority/ wishes/ purported/ They/ to/ have/ of/ of/ living/ people/ the/ the/ the/ represent (Present Perfect Tense)
2. never/ will/ purpose/ Letters/ sole/ to/ point/ make/ a/ published/ whose/ have/ is/ political/ been (Future Perfect Tense)
3. and/ had/ very/ money little/ We/ left/ cafés we/ so/ in/ ate/ frugally/ cheap/ bars (Past Perfect Tense)
4. to/ be/ of/ Those/ have/ turned/ bunch/ a/ crooks/ politicians/ just (Present Perfect Tense)
5. stopped/ I/ making/ wish/ you/ about/ jokes/ once/ my/ friends/ had/ cheap (Past Perfect Tense)
6. have/ When/ is/ by/ stopped/ police/ the/ for/ address/ speeding/ false/ she/ she/ will/ always/ some/ given/ name/ and/ them (Future Perfect Tense)
7. brought/ are/ If you/ not/ me/ under/ a/ job/ then/ me/ have/ here/ false/ going/ you/ to/ pretences/ offer (Present Perfect Tense)
8. an/ promotion/ had/ The/ mood/ excellent/ prospects/ amiable\*/ him/ put/ in (Past Perfect Tense) (\*=behavior that is pleasant and friendly)
9. from/ fraud/ By/ charges/ the/ France/ end/ to/ of/ Hong Kong/ this/ been/ week/ he/ extradited/ to/ have/ face/ will/ trial/ on (Future Perfect Tense)
10. neighboring/ Hungary/ has/ a/ harmful/ treaty/ limit/ with/ emissions\*\*/ all/ of / to/ states/ gases/ concluded/ (Present Perfect Tense) (\*\*=gas, heat sent out)
11. several/ mountainside/ He/ into/ a/ had/ life-support/ their/ plane/ a/ after/ ago/ been/ crashed/ on/ system/ weeks (Past Perfect Tense)
12. valley/ ancient/ People/ have/ in/ lived/ this/ times/ since (Present Perfect Tense)
13. market/ Investors/ have/ and/ been/ stops/ stock/ operating/ seriously/ worried/ the/ fails/ will/ when (Future Perfect Tense)
14. on/ several/ The/ computer/ been/ equipment/ order/ for/ has/ weeks/ new (Present Perfect Tense)
15. on/ of/ the/ 2025/ By/ government/ the/ the/ election/ will/ have/ carried/ been/ out/ Internet/ year/ directly (Future Perfect Tense)
16. after/ full-time/ tighten/ belt/ he/ had/ James/ working/ had/ to/ his/ stopped (Past Perfect Tense)
17. cheapening/ UK/ effect/ This/ has /the/ had/ of/ exports/ practice (Present Perfect Tense)
18. financial/ war/ acted/ Of course/ the/ will/ to/ company/ have/ protect/ interests/ in/ its/ the/ begins/ country/ when (Future Perfect Tense)

**Exercise 5.** Transform these Active form constructions into Passive ones:

1. He *has made* his money speculating on the London gold and silver markets for years.

**Passive** \_\_\_\_\_

2. The investment *will only have reached* its maturity\* by the next decade.

**Passive** \_\_\_\_\_

3. She *had signed* her own death warrant after she refused to do what the big boss demanded.

**Passive** \_\_\_\_\_

4. The authorities *have refused* permission for the demonstration to take place.

**Passive** \_\_\_\_\_

5. By the time this contagious disease is allowed to spread, it *will have caused* widespread devastation.

**Passive** \_\_\_\_\_

6. Two of the directors *had filed* a lawsuit against their former employer in an attempt to reveal the attempted hoax.

**Passive** \_\_\_\_\_

7. I *haven't had* my holiday photos developed yet.

**Passive** \_\_\_\_\_

8. He *has attained* the highest grade in his professional status.

**Passive** \_\_\_\_\_

9. After a lot of detective work, the inspector *had finally found out* the remote place where the suspect lived.

**Passive** \_\_\_\_\_

10. High prices *will have deterred* many young people from buying houses.

**Passive** \_\_\_\_\_

11. The bank *had conducted* its own internal investigation into the robbery.

**Passive** \_\_\_\_\_

12. Her internationally acclaimed novel *has won* several literary prizes.

**Passive** \_\_\_\_\_

13. The government refused to declare an amnesty for people who *had not paid* the disputed tax.

**Passive** \_\_\_\_\_

14. After the accident anyone *will surely have suffered* periods of amnesia.

**Passive** \_\_\_\_\_

\*if an investment matures, it becomes ready to be paid

**Exercise 6.** Transform these Passive form constructions into Active ones:

1. Patients' names *have been changed* to protect their privacy.

**Active** \_\_\_\_\_

2. Official permission *has been granted* for construction of more buildings near the river.

**Active** \_\_\_\_\_

3. Public attractions in the area *have been closed* off in an attempt to contain the disease.

**Active** \_\_\_\_\_

4. Concern *has been expressed* about the death in detention of a number of political prisoners.

**Active** \_\_\_\_\_

5. Most political prisoners *will have been freed* under the terms of the coming amnesty.

**Active** \_\_\_\_\_

6. In answer to the recent moves of the governor, a petition against the proposed closure of the local hospital *has been signed* by the general public.

**Active** \_\_\_\_\_

7. I thought I *had* badly *been treated* but my experiences were pale in comparison with yours.

**Active** \_\_\_\_\_

8. The French Revolution (1789–1799) was a period of radical social and political upheaval in French and European history. The absolute monarchy that *had ruled* France for centuries collapsed in three years.

**Active** \_\_\_\_\_

9. According to Norwegian prosecutors two psychiatrists *have already been announced* to assess the mental health of the gunman, Anders Breivik.

**Active** \_\_\_\_\_

10. The fire service said that minor structural damage *had been caused* to one of the houses as a result of the plain crash.

**Active** \_\_\_\_\_

11. The project *will have been completed* before the deadline.

**Active** \_\_\_\_\_

12. Nearly a dozen cops *have been punished* and *transferred* from their Queens gigs after getting caught in a harebrained overtime scam.

**Active** \_\_\_\_\_

13. He *will have been elected* the charismatic leader by his followers.

**Active** \_\_\_\_\_



**Exercise 1.** Test your acquisition of English tenses and their respective usage needs. Indicate which tenses answer to the listed demands. Illustrate your choice by the appropriate examples. Then group the uses of each tense and make a separate table to contain Tense-Form-Use-Example charts:

<b>№</b>	<b>Demands on Use</b>	<b>Tense</b>
1	<i>demands signal words as yesterday, the other day, etc.</i>	<i>Past Simple</i>
2	shows action in the past interrupted by another action	.....
3	describes fixed action set by a timetable or schedule	.....
4	a completed action before another action in the past	.....
5	usually used for narrations in present	.....
6	describes action that is sure to happen in the near future	.....
7	describes habits and routines	.....
8	used with third conditional sentences	.....
9	describes something that takes time to complete	.....
10	<i>demands signal words as always, normally, often, etc.</i>	.....
11	describes true facts and generalization	.....
12	<i>demands signal words as when, while, as long as</i>	.....
13	actions that happened at a specific time in the past	.....
14	<i>demands signal words as up to now, ever, just, never</i>	.....
15	shows two actions taking place at the same in the past	.....
16	describes permanent situations in your life	.....
17	action that will be finished at a certain time in the future	.....
18	used to make polite questions about smth or smb	.....
19	action in the future that cannot be influenced	.....
20	<i>demands signal words as all day long, the last couple of</i>	.....
21	shows smth started in the past to continue in the present	.....
22	something is happening at the moment of speaking	.....
23	puts emphasis on the fact not the duration of action	.....
24	<i>demands signal words as at the moment, just, just now</i>	.....
25	describes actions taking place one after another	.....
26	has form= will have + past participle	.....
27	describes action arranged for the future	.....
28	<i>demands signal words as in one year, next week, etc.</i>	.....
29	used with state verbs: <i>be, have, think, know</i>	.....
30	shows our dissatisfaction with the past: <i>I wish; If only...</i>	.....
31	<i>demands signal words as once, until that day, etc.</i>	.....
32	describes action in the present taking place <i>once, never or several times</i>	.....
33	sometimes interchangeable with past perfect progressive	.....

34	activities continuing for only a limited period of time	.....
35	has form= has/have + past participle	.....
36	usually used for narrations of the past	.....
37	expresses irritation/anger over smb/smith in the past	.....
38	describes something will be done in the near future	.....
39	action taking place before a certain time in the past	.....
40	past actions having an effect on the present moment	.....
41	has form= had + past participle	.....
42	used with reported speech to denote past actions	.....
43	describes a series of actions in the past	.....
44	puts emphasis on the course of a future action	.....
45	expresses irritation/anger over smb/smith in the present	.....
46	describes action going on at a certain time in the past	.....
47	puts emphasis on the course or duration not the result	.....
48	actions happened at the unknown time before now	.....
49	can't be used in sentences beginning with: <i>while, when</i>	.....
50	describes finished action that influenced the present	.....
51	duration of a past action up to a certain point in the past	.....
52	has form= was/were + present participle	.....
53	emphasizes that an event continues in the present	.....
54	sometimes interchangeable with past perfect tense	.....
55	demands signal words as <i>by Monday, in a week, etc.</i>	.....
56	used to put emphasis on the result	.....
57	demands signal words as <i>not yet, so far, till now, ever</i>	.....
58	action that recently stopped or is still going on	.....
59	describes conclusion with regard to the future (going to)	.....
60	describes action that is still going on	.....
61	demands signal words as <i>in a year, next..., tomorrow</i>	.....
62	demands signal words as <i>all day, for 4 years, since 1993</i>	.....
63	action taking place before a certain time in the future	.....
64	can't be used in sentences beginning with: <i>by the time</i>	.....
65	describes action that stopped recently	.....
66	guesses about something in the present or future	.....
67	has form=verb+ed or irregular verbs	.....
68	action taking place in the middle of another past action	.....
69	puts emphasis on the duration or course of a past action	.....
70	describes decision made for the future (going to)	.....
71	action in the past taking place <i>once/never/several times</i>	.....
72	expresses assumption: <i>I think, probably, perhaps</i>	.....
73	action that has taken place <i>once, never or several times</i> before the moment of speaking	.....
74	expresses future action in progress	.....
75	can't be used in sentences beginning with: <i>before, if, etc.</i>	.....

**The template for your English Tenses Chart is over here:**

\*Those rubrics in grey are optional since we haven't revised them yet. You may add them later.

<b>Nº</b>	<b>English Tense</b>	<b>Form</b>	<b>Use</b>	<b>Examples</b>
1	<i>Present Simple</i>			
2	<i>Past Simple</i>			
3	<i>Future Simple</i>			
4	<i>Present Progressive</i>			
5	<i>Past Progressive</i>			
6	<i>Future Progressive</i>			
7	<i>Present Perfect</i>			
8	<i>Past Perfect</i>			
9	<i>Future Perfect</i>			
10	<i>Present Perfect Progressive</i>			
11	<i>Past Perfect Progressive</i>			
12	<i>Future Perfect Progressive</i>			



Some **Internet Resources** which might be useful to you  
(while working on your **English Tenses Chart**):

<b>Nº</b>	<b>Site/ Resource</b>	<b>Link</b>
1	Englishpage.com	<a href="http://www.englishpage.com/">http://www.englishpage.com/</a>
2	Ego4u.com	<a href="http://www.ego4u.com/">http://www.ego4u.com/</a>
3	Englishtenseswithcartoons.com	<a href="http://www.englishtenseswithcartoons.com/">http://www.englishtenseswithcartoons.com/</a>
4	Tricky Grammar	<a href="http://www.valdosta.edu/">http://www.valdosta.edu/</a>
5	The Parts of Speech	<a href="http://www.writingcentre.uottawa.ca/">http://www.writingcentre.uottawa.ca/</a>
6	English Grammar Lessons	<a href="http://www.english-grammar-lessons.com/">http://www.english-grammar-lessons.com/</a>
7	Englishclub.com	<a href="http://www.englishclub.com/">http://www.englishclub.com/</a>
8	Rules Of English Grammar	<a href="http://www.essortment.com/">http://www.essortment.com/</a>
9	Grammar & Style Resources	<a href="http://www.law.umaryland.edu/">http://www.law.umaryland.edu/</a>
10	Grammar Links	<a href="http://www.englishcorner.vacau.com/">http://www.englishcorner.vacau.com/</a>
11	English-for-students.com	<a href="http://www.english-for-students.com/">http://www.english-for-students.com/</a>
12	English Grammar 101 Online	<a href="http://lessons.englishgrammar101.com/">http://lessons.englishgrammar101.com/</a>

**Exercise 2.** Put the verbs in parentheses into the correct verb tense. Choose between the Past Simple, Past Perfect, and Past Continuous tenses:

**Mr. Sherlock Holmes**

Mr. Sherlock Holmes, who \_\_\_<sup>1</sup> (be) usually very late in the mornings, save upon those not infrequent occasions when he was up all night, was seated at the breakfast table. I \_\_\_<sup>2</sup> (stand) upon the hearth-rug and \_\_\_<sup>3</sup> (pick up) the stick which our visitor \_\_\_<sup>4</sup> (leave) behind him the night before. It was a fine, thick piece of wood, bulbous-headed, of the sort which is known as a "Penang lawyer." Just under the head \_\_\_<sup>5</sup> (be) a broad silver band nearly an inch across. "To James Mortimer, M.R.C.S., from his friends of the C.C.H.," \_\_\_<sup>6</sup> (be engraved) upon it, with the date "1884." It was just such a stick as the old-fashioned family practitioner used to carry – dignified, solid, and reassuring. "Well, Watson, what do you make of it?" Holmes \_\_\_<sup>7</sup> (sit) with his back to me, and I \_\_\_<sup>8</sup> (give) him no sign of my occupation. "How \_\_\_<sup>9</sup> (do) you know what I \_\_\_<sup>10</sup> (do)? I believe you have eyes in the back of your head."



**Exercise 3.** Put the verbs in parentheses into the correct verb tense. Choose between the Present Perfect, Past Perfect, and Future Perfect tenses:

1. A worrying trend for insurers \_\_\_<sup>1</sup> (be) a rise in fraudulent claims.
2. New measures are needed to prevent various fraudsters. They \_\_\_<sup>2</sup> (easily open) their bank accounts with stolen cheques.
3. He \_\_\_<sup>3</sup> (increase) his income by forgery in the recent months.
4. He \_\_\_<sup>4</sup> (fake) a heart attack before he persuaded prison staff to take him to hospital.
5. She loved to appear as if she \_\_\_<sup>5</sup> (know) all about the latest films and art exhibitions, but it was all just a pose.
6. He \_\_\_<sup>6</sup> (assume) a false identity up to the time he was caught by the police.
7. He \_\_\_<sup>7</sup> (surely be deported) for entering the country under false pretences as soon as somebody informs the authorities about him.
8. They demanded a huge ransom for the return of the little girl whom they \_\_\_<sup>8</sup> (kidnap).
9. The bank \_\_\_<sup>9</sup> (successfully prevent) a takeover by another bank recently.
10. By the time he \_\_\_<sup>10</sup> (arrive) at our remote destination he is completely exhausted, hungry and nervous.

**Exercise 4.** Identify all predicates (verb forms) in the given sentences. Underline the verbs; state the tense they indicate by writing it near the verb:

*Example:* We arrived (Past Simple) at the station.

1. After years of despotism, the country is now moving towards democracy.
2. The police have finally caught the rapist this morning.
3. We had estimated about 300 visitors, but the actual number was much higher.
4. I don't think you'll ever get Toney's agreement to these proposals.
5. They have broken the terms of the agreement on human rights.
6. The dispute will only have been settled by an agreement when it satisfies both sides.
7. I ordered some CDs over a month ago, but they still haven't arrived.
8. A knife was found at the scene of the crime, i.e. the place where the crime happened.
9. Hooligans had sprayed paint all over the car.
10. He has admitted committing several crimes, including two murders.
11. The European Parliament will have greater legislative powers, i.e. ability to make laws.
12. The government fears that talking to terrorists might legitimize their violent actions.
13. It is feared that the civil unrest we are now witnessing in this country could lead to full-scale civil war.
14. Police were blaming arsonists for the spate of fires in the Greenfields housing estate.
15. Beset by drug problems, prostitution, violence and vandalism, this has been one of the most unpleasant areas in the city so far.
16. Security did not prevent an interloper\* from getting onto the stage at the opening ceremony. (\*=who enters a place without permission)
17. Animal rights extremists had threatened to firebomb any department stores that continued to stock fur coats.
18. By some time in the nearest future she will have divorced her husband on the grounds of his mental cruelty.
19. Prisoners of war were subjected to inhuman and degrading treatment.
20. She said that she had been treated so roughly by the hospital staff that she felt violated.
21. People tend to regard drug addicts as the dregs\*\* of society. (\*\*= immoral)
22. The fishermen claimed that ships from another country had violated their territorial waters.



**Exercise 5.** Choose the best option among the verb-forms from the multiple choices below each sentence to fit the context of the given sentences:

1. As soon as she brings an action for wrongful dismissal she \_\_\_\_ (obviously claim) damages from the company.

**a) will have claimed; b) claimed; c) had claimed**

2. He filed a \$12 million libel suit against the newspaper, claiming his professional reputation had been damaged by the paper's stories.

**a) is being damaged; b) will be damaged; c) had been damaged**

3. The police \_\_\_\_ (just open) a file on local burglaries.

**a) will open; b) have opened; c) has opened**

4. By the time I see the job advertised it \_\_\_\_ (already be) too late to apply.

**a) will be; b) will have been; c) was**

5. He \_\_\_\_ (ever help) patients suffering from anxiety, depression, and eating disorders. **a) have helped; b) has helped; c) is helping**

6. By this time tomorrow morning the soldiers \_\_\_\_ (receive) their eagerly awaited letters from home.

**a) will have received; b) would have received; c) receive**

7. Just recently the local police \_\_\_\_ (exercise) a new policy of zero tolerance against motoring offenders.

**a) had exercised; b) has exercised; c) have exercised**

8. He admitted that the party \_\_\_\_ (follow) policies which were now considered as wrong-headed.

**a) will follow; b) has followed; c) had followed**

9. The doctor \_\_\_\_ (be accused) of violating professional ethics.

**a) has accused; b) has been accused; c) have been accused**

10. The new teacher \_\_\_\_ (fail) to enforce any sort of discipline.

**a) had failed; b) had been failed; c) will be failed**

11. More recently, banks \_\_\_\_ (offer) customers the opportunity to change to Internet or telephone banking.

**a) have been offered; b) have offered; c) offered**

12. His helpfulness today \_\_\_\_ (make) me revise my original opinion of him.

**a) has made; b) have made; c) has been made**

13. The university \_\_\_\_ (be accused) of sexism because it has so few women professors.

**a) has accused; b) has been accused; c) had been accused**

14. The law has done little to prevent racial discrimination and inequality.

**a) have done; b) is done; c) has done**



## Your Irregular Verb Dictionary

<b>Infinitive</b>	<b>Simple Past</b>	<b>Past Participle</b>	<b>Definition</b>
<b>arise</b>	arose	arisen	occur, develop
<b>awake</b>	awoke/ awaked	awoken/ awaked	stop sleeping
<b>backslide</b>	backslid	backslid/ blackslided	revert to sin
<b>be</b>	was, were	been	exist in actuality
<b>bear</b>	bore	born/ borne	hold; carry
<b>beat</b>	beat	beaten/ beat	strike repeatedly
<b>become</b>	became	become	develop into
<b>begin</b>	began	begun	start; commence
<b>bend</b>	bent	bent	form a curve
<b>bet</b>	bet/ betted	bet/ betted	risk; guess; fancy
<b>bid</b> (farewell)	bid/ bade	bidden	wish; say; greet
<b>bid</b> (offer)	bid	bid	propose price
<b>bind</b>	bound	bound	fasten; wrap; tie
<b>bite</b>	bit	bitten	grip; cut off
<b>bleed</b>	bled	bled	lose/ emit blood
<b>blow</b>	blew	blown	exhale hard
<b>break</b>	broke	broken	separate; damage
<b>breed</b>	bred	bred	produce; raise
<b>bring</b>	brought	brought	carry; take
<b>broadcast</b>	broadcast/ broadcasted	broadcast/ broadcasted	transmit; relay
<b>browbeat</b>	browbeat	browbeaten/ browbeat	frighten; oppress
<b>build</b>	built	built	form; establish
<b>burn</b>	burned/ burnt	burned/ burnt	destroy by fire
<b>burst</b>	burst	burst	explode
<b>bust</b>	busted/ bust	busted/ bust	break; split
<b>buy</b>	bought	bought	purchase
<b>cast</b>	cast	cast	throw; indicate
<b>catch</b>	caught	caught	capture; seize
<b>choose</b>	chose	chosen	pick out, select
<b>cling</b>	clung	clung	remain close
<b>clothe</b>	clothed/ clad	clothed/ clad	put clothes on
<b>come</b>	came	come	arrive; reach
<b>cost</b>	cost	cost	be priced at
<b>creep</b>	crept	crept	go stealthily

<b>crossbreed</b>	crossbred	crossbred	produce a hybrid
<b>cut</b>	cut	cut	chop; split; divide
<b>daydream</b>	daydreamt/ daydreamed	daydreamt/ daydreamed	indulge in fantasy
<b>deal</b>	dealt	dealt	be concerned with
<b>dig</b>	dug	dug	excavate; unearth
<b>disprove</b>	disproved	disproven/ disproved	prove to be false
<b>dive (jump)</b>	dove/ dived	dived	plunge into water
<b>dive (scuba)</b>	dived/ dove	dived	swim under water
<b>do</b>	did	done	perform; execute
<b>draw</b>	drew	drawn	portray; attract
<b>dream</b>	dreamt/ dreamed	dreamt/ dreamed	have dreams
<b>drink</b>	drank	drunk	take in liquids
<b>drive</b>	drove	driven	operate a vehicle
<b>dwel</b>	dwelt/ dwelled	dwelt/ dwelled	live; stay; reside
<b>eat</b>	ate	eaten	have a meal
<b>fall</b>	fell	fallen	move downward
<b>feed</b>	fed	fed	give food
<b>feel</b>	felt	felt	perceive by senses
<b>fight</b>	fought	fought	struggle against
<b>find</b>	found	found	discover by search
<b>fit (change)</b>	fitted/ fit	fitted/ fit	modify; tweak
<b>fit (be right)</b>	fit/ fitted	fit/ fitted	match
<b>flee</b>	fled	fled	run away
<b>fling</b>	flung	flung	throw with force
<b>fly</b>	flew	flown	go by air
<b>forbid</b>	forbade	forbidden	prohibit
<b>forecast</b>	forecast	forecast	predict; plan
<b>forego (forgo)</b>	forewent	foregone	precede in time
<b>foresee</b>	foresaw	foreseen	act in advance
<b>foretell</b>	foretold	foretold	tell beforehand
<b>forget</b>	forgot	forgotten/ forgot	fail to remember
<b>forgive</b>	forgave	forgiven	excuse for a fault
<b>forsake</b>	forsook	forsaken	abandon; give up
<b>freeze</b>	froze	frozen	change to ice
<b>frostbite</b>	frostbit	frostbitten	injure by freezing
<b>get</b>	got	gotten/ got	receive; earn
<b>give</b>	gave	given	deliver voluntarily

<b>go</b>	went	gone	travel; proceed
<b>grind</b>	ground	ground	reduce to powder
<b>grow</b>	grew	grown	increase in size
<b>handfeed</b>	handfed	handfed	feed by hand
<b>handwrite</b>	handwrote	handwritten	write by hand
<b>hang</b>	hung	hung	swing; suspend
<b>have</b>	had	had	possess
<b>hear</b>	heard	heard	become aware of
<b>hew</b>	hewed	hewn/ hewed	cut; chop; axe
<b>hide</b>	hid	hidden	keep out of sight
<b>hit</b>	hit	hit	affect
<b>hold</b>	held	held	keep; maintain
<b>hurt</b>	hurt	hurt	cause pain; injure
<b>inbreed</b>	inbred	inbred	develop within
<b>inlay</b>	inlaid	inlaid	decorate
<b>input</b>	input/ inputted	input/ inputted	enter data/program
<b>interbreed</b>	interbred	interbred	hybridize
<b>interweave</b>	interwove/ interweaved	interwoven/ interweaved	blend together
<b>interwind</b>	interwound	interwound	become joined
<b>jerry-build</b>	jerry-built	jerry-built	build cheaply
<b>keep</b>	kept	kept	retain possession
<b>kneel</b>	knelt/ kneeled	knelt/ kneeled	rest on knees
<b>knit</b>	knitted/ knit	knitted/ knit	join closely
<b>know</b>	knew	known	perceive directly
<b>lay</b>	laid	laid	place; put; set
<b>lead</b>	led	led	guide; direct
<b>lean</b>	leaned/ leant	leaned/ leant	incline; recline
<b>leap</b>	leaped/ leapt	leaped/ leapt	act impulsively
<b>learn</b>	learned/ learnt	learned/ learnt	gain knowledge
<b>leave</b>	left	left	go away
<b>lend</b>	lent	lent	give/ allow the use
<b>let</b>	let	let	give permission
<b>lie</b>	lay	lain	be lying
<b>lie (not truth)</b>	lied	lied	tell an untruth
<b>light</b>	lit/ lighted	lit/ lighted	set on fire; ignite
<b>lip-read</b>	lip-read	lip-read	interpret by lip
<b>lose</b>	lost	lost	be deprived of
<b>make</b>	made	made	cause to exist

<b>mean</b>	meant	meant	convey; refer to
<b>meet</b>	met	met	come together
<b>miscast</b>	miscast	miscast	act unusually
<b>misdeal</b>	misdealt	misdealt	deal incorrectly
<b>misdo</b>	misdid	misdone	do wrongly
<b>mishear</b>	misheard	misheard	misunderstand
<b>mislay</b>	mislaid	mislaid	put incorrectly
<b>mislead</b>	misled	misled	lead into error
<b>mislearn</b>	mislearnt/ mislearned	mislearnt/ mislearned	learn wrongly
<b>misread</b>	misread	misread	read inaccurately
<b>misset</b>	misset	misset	set/ place wrongly
<b>misspeak</b>	misspoke	misspoken	speak mistakenly
<b>misspell</b>	misspelt/ -ed	misspelt/ misspelled	spell incorrectly
<b>misspend</b>	misspent	misspent	spend improperly
<b>mistake</b>	mistook	mistaken	identify wrongly
<b>misteach</b>	mistaught	mistaught	instruct wrongly
<b>misunderstand</b>	misunderstood	misunderstood	misinterpret
<b>miswrite</b>	miswrote	miswritten	write carelessly
<b>mow</b>	mowed	mowed/ mown	cut down
<b>offset</b>	offset	offset	compensate for
<b>outbid</b>	outbid	outbid	bid higher than
<b>outbreed</b>	outbred	outbred	produce offspring
<b>outdo</b>	outdid	outdone	exceed in action
<b>outdraw</b>	outdrew	outdrawn	extract
<b>outdrink</b>	outdrank	outdrunk	exceed in drinking
<b>outdrive</b>	outdrove	outdriven	provide power
<b>outfight</b>	outfought	outfought	defeat in a battle
<b>outfly</b>	outflew	outflown	surpass in flying
<b>outgrow</b>	outgrew	outgrown	grow too large
<b>outleap</b>	outleapt/ -ed	outleapt/ outleaped	surpass in leaping
<b>outlie</b>	outlied	outlied	exceed in lying
<b>outride</b>	outrode	outridden	ride faster
<b>outrun</b>	outran	outrun	escape from
<b>outsell</b>	outsold	outsold	sell more than
<b>outshine</b>	outshone/ -ed	outshone/ -ed	shine brighter than
<b>outshoot</b>	outshot	outshot	shoot better than
<b>outsing</b>	outsang	outsung	surpass in singing
<b>outsit</b>	outsat	outsat	outstay

<b>outsleep</b>	outslept	outslept	exceed in sleeping
<b>outsmell</b>	outsmelt/ -ed	outsmelt/ -ed	smell so to irritate
<b>outspeak</b>	outspoke	outspoken	speak better than
<b>outspeed</b>	outsped	outsped	excel in speed
<b>outspend</b>	outspent	outspent	outdo in spending
<b>outswear</b>	outswore	outsworn	outdo in swearing
<b>outswim</b>	outswam	outswum	excel in swimming
<b>outthink</b>	outthought	outthought	outwit
<b>outthrow</b>	outthrew	outthrown	excel in throwing
<b>outwrite</b>	outwrote	outwritten	excel in writing
<b>overbid</b>	overbid	overbid	bid higher than
<b>overbreed</b>	overbred	overbred	breed to excess
<b>overbuild</b>	overbuilt	overbuilt	erect too many
<b>overbuy</b>	overbought	overbought	buy too much
<b>overcome</b>	overcame	overcome	defeat or succeed
<b>overdo</b>	overdid	overdone	exaggerate
<b>overdraw</b>	overdrew	overdrawn	exaggerate
<b>overdrink</b>	overdrank	overdrunk	drink to excess
<b>overeate</b>	overate	overeaten	consume too much
<b>overfeed</b>	overfed	overfed	feed excessively
<b>overhang</b>	overhung	overhung	extend over
<b>overhear</b>	overheard	overheard	hear without intent
<b>overlay</b>	overlaid	overlaid	cover
<b>overpay</b>	overpaid	overpaid	pay too much
<b>override</b>	overrode	overridden	rule against
<b>overrun</b>	overran	overrun	overwhelm
<b>oversee</b>	oversaw	overseen	supervise
<b>oversell</b>	oversold	oversold	overpraise
<b>oversew</b>	oversewed	oversewn/ -ed	sew with stitches
<b>overshoot</b>	overshot	overshot	go too far
<b>oversleep</b>	overslept	overslept	sleep longer
<b>overspeak</b>	overspoke	overspoken	speak too much
<b>overspend</b>	overspent	overspent	spend in excess of
<b>overspill</b>	overspilt/ -ed	overspilt/ -ed	change residence
<b>overtake</b>	overtook	overtaken	catch up with
<b>overthink</b>	overthought	overthought	think hard
<b>overthrow</b>	overthrew	overthrown	rule against
<b>overwind</b>	overwound	overwound	wind too tightly
<b>overwrite</b>	overwrote	overwritten	write new data

<b>partake</b>	partook	partaken	participate
<b>pay</b>	paid	paid	recompense for
<b>plead</b>	pleaded/ pled	pleaded/ pled	offer reasons
<b>prebuild</b>	prebuilt	prebuilt	build in advance
<b>predo</b>	predid	predone	do in advance
<b>premake</b>	premade	premade	make in advance
<b>prepay</b>	prepaid	prepaid	pay for beforehand
<b>presell</b>	presold	presold	sell in advance
<b>preset</b>	preset	preset	set beforehand
<b>preshrink</b>	preshrank	preshrunk	decrease before
<b>proofread</b>	proofread	proofread	read for errors
<b>prove</b>	proved	proven/ proved	establish validity
<b>put</b>	put	put	place in; set
<b>quick-freeze</b>	quick-froze	quick-frozen	freeze rapidly
<b>quit</b>	quit/ quitted	quit/ quitted	depart from; leave
<b>read</b>	read	read	obtain data
<b>reawake</b>	reawoke	reawaken	awake again
<b>rebid</b>	rebid	rebid	offer a revised bid
<b>rebind</b>	rebound	rebound	put a new cover
<b>rebroadcast</b>	rebroadcast/-ed	rebroadcast / -ed	repeat the broadcast
<b>rebuild</b>	rebuilt	rebuilt	remodel
<b>recast</b>	recast	recast	cast/ model anew
<b>recut</b>	recut	recut	separate again
<b>redeal</b>	redealt	redealt	deliver again
<b>redo</b>	redid	redone	do over again
<b>redraw</b>	redrew	redrawn	draw differently
<b>refit (replace)</b>	refit/ refitted	refit/ refitted	repair
<b>refit (retailor)</b>	refitted/ refit	refitted/ refit	use second time
<b>regrind</b>	reground	reground	crush again
<b>regrow</b>	regrew	regrown	grow anew
<b>rehang</b>	rehung	rehung	fix/ attach again
<b>rehear</b>	reheard	reheard	hear again
<b>reknit</b>	reknit/ -ed	reknit/ -ed	remake a fabric
<b>relay</b>	relaid	relaid	control; supply
<b>relay (pass)</b>	relayed	relayed	pass along
<b>relearn</b>	relearnt / -ed	relearnt / relearned	learn again
<b>relight</b>	relit/ -ed	relit/ -ed	ignite again
<b>remake</b>	remade	remade	make again/ anew
<b>repay</b>	repaid	repaid	do in return

<b>reread</b>	reread	reread	read anew/ again
<b>rerun</b>	reran	rerun	broadcast again
<b>resell</b>	resold	resold	sell to an end user
<b>resend</b>	resent	resent	send back/ again
<b>reset</b>	reset	reset	set again; restore
<b>resew</b>	resewed	resewn/ resewed	sew again
<b>retake</b>	retook	retaken	take back/ again
<b>reteach</b>	retaught	retaught	instruct again
<b>retear</b>	retore	return	separate again
<b>retell</b>	retold	retold	render verbally
<b>rethink</b>	rethought	rethought	change one's mind
<b>retread</b>	retread	retread	do over again
<b>retrofit</b>	retrofit/ retrofitted	retrofit/ retrofitted	provide with parts
<b>rewake</b>	rewoke/ rewaked	rewaken/ rewaked	awake again
<b>rewear</b>	rewore	reworn	change dress
<b>reweave</b>	rewove/ reweaved	rewoven/ reweaved	renew the pattern
<b>rewed</b>	rewed/ rewedded	rewed / rewedded	marry again
<b>rewet</b>	rewet/ rewetted	rewet / rewetted	recharge a firearm
<b>rewin</b>	rewon	rewon	win back/ again
<b>rewind</b>	rewound	rewound	wind again; anew
<b>rewrite</b>	rewrote	rewritten	write again
<b>rid</b>	rid	rid	free from
<b>ride</b>	rode	ridden	travel in a vehicle
<b>ring</b>	rang	rung	produce a sound
<b>rise</b>	rose	risen	move upward
<b>roughcast</b>	roughcast	roughcast	prepare in rough
<b>run</b>	ran	run	move swiftly
<b>sand-cast</b>	sand-cast	sand-cast	produce
<b>saw</b>	sawed	sawed/ sawn	divide with a saw
<b>say</b>	said	said	express in words
<b>see</b>	saw	seen	perceive by sight
<b>seek</b>	sought	sought	search for
<b>sell</b>	sold	sold	deliver for money
<b>send</b>	sent	sent	dispatch
<b>set</b>	set	set	fix firmly



<b>sew</b>	sewed	sewn/ sewed	do needlework
<b>shake</b>	shook	shaken	move back/ forth
<b>shave</b>	shaved	shaved/ shaven	crop; trim
<b>shear</b>	sheared	sheared/ shorn	remove with razor
<b>shed</b>	shed	shed	diffuse
<b>shine</b>	shined/ shone	shined/ shone	emit light
<b>shit</b>	shit/ shat/ shitted	shit/ shat/ shitted	inform
<b>shoot</b>	shot	shot	fire a shot
<b>show</b>	showed	shown/ showed	display
<b>shrink</b>	shrank/ shrunk	shrunk	become smaller
<b>shut</b>	shut	shut	become closed
<b>sight-read</b>	sight-read	sight-read	act not prepared
<b>sing</b>	sang	sung	produce tones
<b>sink</b>	sank/ sunk	sunk	move down
<b>sit</b>	sat	sat	be seated
<b>slay (kill)</b>	slew/ slayed	slain/ slayed	kill violently
<b>slay (amuse)</b>	slayed	slayed	impress
<b>sleep</b>	slept	slept	be asleep
<b>slide</b>	slid	slid	move smoothly
<b>sling</b>	slung	slung	hang loosely
<b>slink</b>	slinked/ slunk	slinked/ slunk	walk stealthily
<b>slit</b>	slit	slit	cut into strips
<b>smell</b>	smelled/ smelt	smelled/ smelt	inhale the odor
<b>sneak</b>	sneaked/ snuck	sneaked/ snuck	move furtively
<b>sow</b>	sowed	sown/ sowed	propagate
<b>speak</b>	spoke	spoken	deliver a speech
<b>speed</b>	sped/ speeded	sped/ speeded	proceed quickly
<b>spell</b>	spelled/ spelt	spelled/ spelt	name the letters
<b>spend</b>	spent	spent	pay out; expend
<b>spill</b>	spilled/ spilt	spilled/ spilt	allow to run
<b>spin</b>	spun	spun	rotate
<b>spit</b>	spit/ spat	spit/ spat	expel; eject
<b>split</b>	split	split	separate into parts
<b>spoil</b>	spoiled/ spoilt	spoiled/ spoilt	damage; impair
<b>spoon-feed</b>	spoon-fed	spoon-fed	feed with a spoon
<b>spread</b>	spread	spread	be extended
<b>spring</b>	sprang/ sprung	sprung	move quickly
<b>stand</b>	stood	stood	be upright

<b>steal</b>	stole	stolen	appropriate
<b>stick</b>	stuck	stuck	puncture
<b>sting</b>	stung	stung	wound painfully
<b>stink</b>	stunk/ stank	stunk	smell badly
<b>strew</b>	strewed	strewn/ strewed	spread here/ there
<b>stride</b>	strode	stridden	walk in long steps
<b>strike</b> (delete)	struck	stricken	damage; destroy
<b>strike</b> (hit)	struck	struck/ stricken	hit sharply
<b>string</b>	strung	strung	thread on
<b>strive</b>	strove/ strived	striven/ strived	exert much effort
<b>sublet</b>	sublet	sublet	rent to another
<b>sunburn</b>	sunburnt/ sunburned	sunburnt/ sunburned	get a sunburn
<b>swear</b>	swore	sworn	make a promise
<b>sweat</b>	sweat/ sweated	sweat/ sweated	excrete moisture
<b>sweep</b>	swept	swept	clear away
<b>swell</b>	swelled	swollen/ swelled	increase
<b>swim</b>	swam	swum	move in water
<b>swing</b>	swung	swung	move back & forth
<b>take</b>	took	taken	gain possession
<b>teach</b>	taught	taught	give instructions
<b>tear</b>	tore	torn	pull apart
<b>telecast</b>	telecast	telecast	broadcast
<b>tell</b>	told	told	communicate
<b>test-drive</b>	test-drove	test-driven	evaluate condition
<b>test-fly</b>	test-flew	test-flown	make control
<b>think</b>	thought	thought	believe; suppose
<b>throw</b>	threw	thrown	propel; reject
<b>thrust</b>	thrust	thrust	push
<b>tread</b>	trod	trodden/ trod	place the foot
<b>typecast</b>	typecast	typecast	play the same role
<b>typeset</b>	typeset	typeset	compose
<b>typewrite</b>	typewrote	typewritten	write; type
<b>unbend</b>	unbent	unbent	become less tense
<b>unbind</b>	unbound	unbound	unfasten; set free
<b>unclothe</b>	unclad/ -ed	unclad/ unclothed	uncover; lay bare
<b>underbid</b>	underbid	underbid	propose less
<b>undercut</b>	undercut	undercut	charge less
<b>underfeed</b>	underfed	underfed	give too little food

<b>undergo</b>	underwent	undergone	experience
<b>underlie</b>	underlay	underlain	be the basis of
<b>undersell</b>	undersold	undersold	sell for less
<b>underspend</b>	underspent	underspent	spend less
<b>understand</b>	understood	understood	comprehend
<b>undertake</b>	undertook	undertaken	agree to start
<b>underwrite</b>	underwrote	underwritten	guarantee; promise
<b>undo</b>	undid	undone	cancel or reverse
<b>unfreeze</b>	unfroze	unfrozen	make available
<b>unhang</b>	unhung	unhung	remove hangings
<b>unhide</b>	unhid	unhidden	discover; disclose
<b>unknit</b>	unknit/ -ed	unknit/ unknitted	weaken; destroy
<b>unlearn</b>	unlearnt/ unlearned	unlearnt/ unlearned	try to forget
<b>unsew</b>	unsewed	unsewn/ unsewed	undo; rip apart
<b>unslung</b>	unslung	unslung	remove ropes
<b>unspin</b>	unspun	unspun	untwist
<b>unstick</b>	unstuck	unstuck	free; loosen
<b>unstring</b>	unstrung	unstrung	loosen the strings
<b>unweave</b>	unwove/ unweaved	unwoven/ unweaved	unfold; undo
<b>unwind</b>	unwound	unwound	undo; unravel
<b>uphold</b>	upheld	upheld	give moral support
<b>upset</b>	upset	upset	disturb stability
<b>wake</b>	woke/ waked	woken/ waked	rouse from sleep
<b>waylay</b>	waylaid	waylaid	wait to attack
<b>wear</b>	wore	worn	have on
<b>weave</b>	wove/ weaved	woven/ weaved	make cloth
<b>wed</b>	wed/ wedded	wed/ wedded	take as a spouse
<b>weep</b>	wept	wept	express grief
<b>wet</b>	wet/ wetted	wet/ wetted	dampen
<b>whet</b>	whetted	whetted	sharpen; stimulate
<b>win</b>	won	won	achieve victory
<b>wind</b>	wound	wound	blow; cover
<b>withdraw</b>	withdrew	withdrawn	remove; retire
<b>withhold</b>	withheld	withheld	refuse to share
<b>withstand</b>	withstood	withstood	oppose with force
<b>wring</b>	wrung	wrung	twist to squeeze
<b>write</b>	wrote	written	put in writing



**Adverbs and their Placement**

<b>Types of Adverbs</b>	<b>What does it denote?</b>	<b>Usual Placement</b>
<u>Adverbs of Manner:</u> slowly, suddenly, badly, quietly, awfully, carefully	provide information on how someone does something or how something happens or is done	at the end of the sentence OR in the middle of sentence OR before adjective
<u>Adverbs of Time:</u> today, every week, finally, already, soon, recently, now, then, yesterday	provide information on when something happens	at the end of the clause/ sentence OR at the beginning of the sentence OR in the middle of sentence (soon, last, finally and already) OR to begin imperative clauses (always and never)
<u>Adverbs of Frequency:</u> never, rarely, often, sometimes, usually, always, ever, seldom	provide information on how often something happens	at the beginning of clause/sentence OR directly before the main verb OR in the middle of sentence (always, ever, rarely, seldom and never)
<u>Adverbs of Degree:</u> a lot, almost, much, too, little, enough, partly, fully, so, very, rather, quite, nearly, hardly	provide information on how much of something is done	in mid position: after BE; after auxiliary verb; before other verbs OR before adjective OR after adjective (enough)
<u>Adverbs of Comment:</u> fortunately, luckily	provide a comment, or opinion about a situation	at the beginning of a sentence/ clause
<u>Adverbs of Certainty:</u> probably, clearly, certainly, definitely, obviously, undoubtedly,	express how certain or sure we feel about an action or event	in the mid position: after BE; after auxiliary verb; before other verbs
<u>Adverbs of Place:</u> here, there, behind, above, nearby, everywhere, in, out	tell us where something happens; certain adverbs express both movement and location: ahead, abroad, uphill	behind the direct object or the verb – at the end of the sentence/ clause
<u>Focusing adverbs:</u> also, even, only, mainly, just, mostly, either, neither	point to a particular part of a clause	in front of OR next to the word or words modified by them



**The Present Perfect Continuous (Progressive) Tense**

**Form = has/have + been + present participle**

It could be Active or Passive; it is used in Positive, Negative and Questions.

**1. Duration from the Past Until Now** – the Present Perfect Continuous is used to show that something started in the past and has continued up until now. It demands such signal words to show its duration as: *for five minutes, for two weeks, since Tuesday, How long? all day, etc.*

E.g.: They have been working at that company for three years.

E.g.: Why has Nancy not been taking her medicine for the last three days?

E.g.: He has not been sleeping for two nights due to his insomnia.

**2. Ongoing Activities** – the Present Perfect Continuous is used to show that something started in the past and is still happening now.

E.g.: They have been consulting clients for ten years = They started consulting clients ten years ago. They are still consulting.

The activity may have been going on continuously or repeated several times: E.g.: I have been trying to ring them all day long.

**3. Past actions recently stopped** – the Present Perfect Continuous is used to talk about actions that began in the past and have recently stopped.

E.g.: I have been waiting for you for half an hour! = I'm not waiting anymore because you have come.

**4. Recently, Lately** – the Present Perfect Continuous is also used WITHOUT any duration such as *for two weeks*. Without the duration, the tense has a more general meaning of *lately*. So we often use the words *lately* or *recently* to emphasize this meaning.

E.g.: Recently, I have been feeling really tired.

E.g.: She has not been practicing too much lately.

**Important:**

● **It is possible to insult someone by using this tense incorrectly.**

E.g.: Have you been feeling alright? = it can suggest that the person looks sick or unhealthy. E.g.: Have you been smoking? = can suggest that you smell the smoke on the person. Using this tense in a question suggests you can *see, smell, hear or feel* the results of the action.

● **Non-Continuous Verbs** cannot be used in any continuous tenses. Also, certain non-continuous meanings for **Mixed Verbs** cannot be used in continuous tenses. Instead of using Present Perfect Continuous with these verbs, you must use Present Perfect. E.g.: Sam has been having his car for two years. **Not Correct** E.g.: Sam has had his car for two years. **Correct**



## Your Training Exercises



**Exercise A:** Form the Present Perfect Progressive tense verb-form for each verb in parentheses to complete the given sentences:

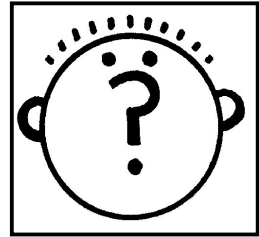
1. How long \_\_\_ you \_\_\_<sup>1</sup> (work) at the City Bank?
2. Although Stallone is very successful, he \_\_\_<sup>2</sup> (try) to change his image for the past few years.
3. My father \_\_\_<sup>3</sup> (practice) law at Allen & Overy LLP since we moved to London in 1997.
4. For more than a century of its history this International Law Firm \_\_\_<sup>4</sup> (develop) its multidisciplinary practice on the belief that "straight talk is good business."
5. They \_\_\_<sup>5</sup> (also create) a collaborative culture where talented individuals, working together, can truly flourish and achieve great goals.
6. Recently most of the UK legal firms \_\_\_<sup>6</sup> (demonstrate) an upward trend towards consolidation with strong finance practices.
7. Teenagers \_\_\_<sup>7</sup> (vandalize) phone boxes ever since I remember myself.
8. How long \_\_\_ you \_\_\_<sup>8</sup> (use) a psychological tactic of joint questioning for interrogation?
9. James \_\_\_<sup>9</sup> (teach) at the University of Ottawa since this past June.
10. Since becoming aware of global warming, researchers \_\_\_<sup>10</sup> (investigate) clean energy sources to replace fossil fuels.
11. She \_\_\_<sup>11</sup> (work) on her PhD for the past 12 months. I'm sure she'll take a break soon.
12. I \_\_\_<sup>12</sup> (look) for the missing piece of the jigsaw since ten o'clock!
13. We \_\_\_<sup>13</sup> (have) a lot of difficulties with our new computer system.
14. He \_\_\_<sup>14</sup> (read) in the library since it opened this morning. He'll have a headache if he doesn't take a break soon.
15. Look how dirty your hands are! – Yes, I \_\_\_<sup>15</sup> (repair) my car.
16. Mary \_\_\_<sup>16</sup> (feel) a little depressed recently.
17. She \_\_\_<sup>17</sup> (watch) too much television news lately.
18. She \_\_\_ only \_\_\_<sup>18</sup> (study) special legal disciplines for a couple of years.
19. Lately I \_\_\_<sup>19</sup> (take) the bus for commuting to work instead of driving.
20. I \_\_\_<sup>20</sup> (think) a lot about your idea of living in the countryside recently.
21. They \_\_\_<sup>21</sup> (bomb) the unarmed civilian population in Iraq for months.
22. We \_\_\_<sup>22</sup> (try) to reach Sara the entire afternoon. Are you sure she's at home? Are you sure she's OK?



**Exercise B:** Write down ten (10) things that you started in the past and are still doing now. Write **when** each thing started and work out **how long** you have been doing each thing:

Write about things like: education, hobbies, sports, friends, where you live and lots of other things!

Example: What and When? I started learning English when I was eleven. How long? I've been learning English *since* I was eleven. OR I have been learning English *for* 7 years\*



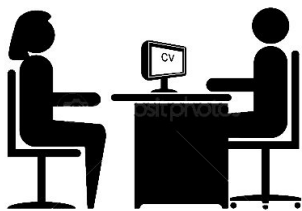
1. What and When? \_\_\_\_\_  
How long? \_\_\_\_\_
2. What and When? \_\_\_\_\_  
How long? \_\_\_\_\_
3. What and When? \_\_\_\_\_  
How long? \_\_\_\_\_
4. What and When? \_\_\_\_\_  
How long? \_\_\_\_\_
5. What and When? \_\_\_\_\_  
How long? \_\_\_\_\_
6. What and When? \_\_\_\_\_  
How long? \_\_\_\_\_
7. What and When? \_\_\_\_\_  
How long? \_\_\_\_\_
8. What and When? \_\_\_\_\_  
How long? \_\_\_\_\_
9. What and When? \_\_\_\_\_  
How long? \_\_\_\_\_
10. What and When? \_\_\_\_\_  
How long? \_\_\_\_\_

\*Pool of words/ expressions to help you in the above activity:

date someone special	watch TV/ listen music	drive a car/ motorbike
long-term dating	play basketball	take the subway
make friends	do athletics	go/ travel by plane
surf the Internet/ Web	do aerobics	visit different countries
buy online	practice yoga	spend summers at the sea
play piano/ guitar/ violin	study law/ business	meet with the classmates
draw pictures/ knit ticks	work part-time job	eat a balanced diet
read detective stories	cook well	break bad habits



**Exercise C:** Do you want to know yourself really well? Answer the given questions then and write down a story of your life:



If you truly understand the Present Perfect Continuous, you might have noticed that this tense is very rare and notoriously difficult anyway. So remember, that the emphasis when we use the Present Perfect Continuous is on the *action* itself. This is why *How long?* questions are often used for this tense.

1. How long have you been living in the city where your University is located?

**Answer:** \_\_\_\_\_

2. How long have you been choosing your future profession?

**Answer:** \_\_\_\_\_

3. How long have you been looking for a particular educational institution?

**Answer:** \_\_\_\_\_

4. Have you ever been thinking of going to study abroad?

**Answer:** \_\_\_\_\_

5. Have you ever been dreaming of experiencing a new living environment?

**Answer:** \_\_\_\_\_

6. Have you ever been setting any short-term goals/ long-term goals?

**Answer:** \_\_\_\_\_

7. Have you ever been studying any foreign languages?

**Answer:** \_\_\_\_\_

8. How long have you been studying foreign languages?

**Answer:** \_\_\_\_\_

9. Have you ever been facing any difficult situation?

**Answer:** \_\_\_\_\_

10. Have you ever been trying to develop the most essential skills in life?

**Answer:** \_\_\_\_\_

11. How long have you been developing your communicative skills?

**Answer:** \_\_\_\_\_

12. How long have you been using the Internet?

**Answer:** \_\_\_\_\_

13. How often have you been using the Internet for educational purposes?

**Answer:** \_\_\_\_\_

14. Have you ever been blogging or twittering in the web?

**Answer:** \_\_\_\_\_

15. What have you been doing to build/ develop your personality?

**Answer:** \_\_\_\_\_





**Exercise D:** Put questions to these sentences in the Present Perfect Progressive tense. Mind the order of words in your questions:

1. Rupert Murdoch's "News of the World" *has been facing* computer hacking investigation since July, 2011.

**Question:** \_\_\_\_\_



2. For many years (168 years in print) the "News of the World" *has been holding* the reputation of the most widely read Sunday paper, with initial sales of around 12,000 copies a week and 2.6 million copies a week in 2011 respectively.

**Question:** \_\_\_\_\_

3. Since 1969, when the newspaper passed into the hands of Rupert Murdoch's News Ltd., the tabloid *has been defending* itself from libel charges and complaints to the Press Complaints Commission about certain news-gathering techniques, such as entrapment and contentious campaigns, several times at least.

**Question:** \_\_\_\_\_

4. The emergency shutdown of the 168-year-old "News of the World" following revelations of the ongoing phone hacking scandal, *has been causing* the loss of 200 jobs lately.

**Question:** \_\_\_\_\_

5. Recently James Murdoch *has been repeatedly claiming* that the company is fully co-operating with ongoing police investigations involving hacking of Milly Dowler's phone and bribery.

**Question:** \_\_\_\_\_

6. Also Rupert Murdoch *has been apologizing* for the "serious wrongdoing" of the "News of the World" phone hacking scandal in his numerous interviews to the press lately.

**Question:** \_\_\_\_\_

7. Both Rupert and James Murdoch *have been planning* to place the apology advertisements to the nation for what has happened in all national newspapers.

**Question:** \_\_\_\_\_

8. Murdoch, a highly reputed kingmaker in the British media establishment, *has been facing* a maelstrom of criticism and outrage not just over the new allegations of impropriety at his tabloid, but also the decision to shut the paper and put 200 journalists out of work.

**Question:** \_\_\_\_\_



**Exercise E:** Put these sentences in the Present Perfect Progressive tense into a negative form. Mind the order of words in the sentences:



1. The US government *has been taking* the right steps to improve the economy for the last couple of months.

**Negative:** \_\_\_\_\_

2. An American multinational computer corporation Apple *has always been forward thinking* in dropping

various environmental practices at certain times.

**Negative:** \_\_\_\_\_

3. The Mac Book Air is the only super slim laptop Apple *has been working on* lately.

**Negative:** \_\_\_\_\_

4. Jack *has been working* as an estate agent for one week only. So his professional experience is much to be desired.

**Negative:** \_\_\_\_\_

5. He *has been having* much luck recently. Not many people *have been searching* for new homes though house prices *have been* evidently falling.

**Negative:** \_\_\_\_\_

6. Demand for new cars *has been* gradually falling due to the recession.

**Negative:** \_\_\_\_\_

7. With inflation at 500%, the country *has been sliding into* the depths of a crisis of confidence.

**Negative:** \_\_\_\_\_

8. With the huge ongoing progress of India the real estate scenario of its city Kolkata *has been changing* through each and every moment.

**Negative:** \_\_\_\_\_

9. With reunification imminent, the North Cyprus property boom *has been marking out* Cyprus as one of newest areas of prosperity in Europe.

**Negative:** \_\_\_\_\_

10. The natural beauty of the island, which *has been bringing* tourism to the island despite the partition, will only accelerate economic growth and property investment in North Cyprus.

**Negative:** \_\_\_\_\_

11. For years Buyouts Magazine *has been bringing together* hundreds of the best and brightest West Coast investment officers and dealmakers for education and networking.

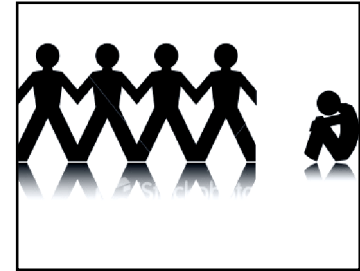
**Negative:** \_\_\_\_\_



**Exercise F:** Transform the Active sentences in the Present Perfect Progressive tense into Passive ones. Keep to the intended meaning:

1. Drug companies *have been misleading* the public for years through advertisements that all prescription drugs are safe.

**Passive:** \_\_\_\_\_



2. The ever-increasing prescription drug problem in America and across the globe *has been gaining* mass media attention.

**Passive:** \_\_\_\_\_

3. Narconon International *has been reporting on* the growing prescription drug problem for years, and has looked closely into the possible causes and solutions.

**Passive:** \_\_\_\_\_

4. Since 1966 Narconon International *has been providing* drug information, education about the effects of drugs and effective drug rehabilitation programs for those already in the grip of addiction.

**Passive:** \_\_\_\_\_

5. Gambling *has been causing* a lot of stress in a number of families at North Carolina, since people who are addicted to gambling are found to waste a lot of money for the sake of fun.

**Passive:** \_\_\_\_\_

6. Scientists *have been studying* addiction for many years now, attempting to locate the addiction centers to see exactly how they work.

**Passive:** \_\_\_\_\_

7. Most of the recent researches provided in Canada show that a lot of people with alcohol, drug and gambling addictions *have been showing* a high level of predisposition to crime.

**Passive:** \_\_\_\_\_

8. Even though tobacco causes many health problems, people all over the world *have been using* it for hundreds of years.

**Passive:** \_\_\_\_\_

9. Self-help group can help tackle your addiction and visualize your life free from the behaviors which *have been causing* problems in your life.

**Passive:** \_\_\_\_\_

10. No one knows exactly what causes a person to be addicted to the Internet, but it is only obvious that for the past few years most people *have been exploiting* web in their day to day life for an unhealthy amount of time.

**Passive:** \_\_\_\_\_



**Exercise G:** Find someone of particular profession/ occupation in the box of words below to match him/her with the statement about his/her past or present activities. Mind the use of the tense-forms:

postman	astronaut	psychologist	lawyer	teacher
surgeon	technician	psychiatrist	policeman	jeweller
accountant	secretary	politician	shoemaker	fireman
dentist	reporter	baker	actor/actress	translator
priest	hairdresser	tailor	lorry driver	vet
broker	taxi driver	waiter/waitress	judge	bank clerk
electrician	scientist	shop assistant	nurse	sailor

1. He/ she has been travelling in a spacecraft to the Moon several times. \_\_\_\_\_
2. He/ she has been deciding recently on how a person who's guilty of a crime should be punished. \_\_\_\_\_
3. He/ she has been buying and selling shares in the widely-recognized companies for other people recently. \_\_\_\_\_
4. He/ she has been repairing super cool and expensive watch designed by de Grisogono once. You won't believe it's been decorated with 126 baguette-cut white diamonds! \_\_\_\_\_
5. He/ she has been making tasty white and brown bread and cakes with raisins for sale. \_\_\_\_\_
6. He/ she has been working with people's hair putting it into a variety of styles for long. \_\_\_\_\_
7. He/ she has been adjusting a new equipment for a dental laboratory. \_\_\_\_\_
8. He/ she has been actively participating in different political events seeking support by appealing to popular passions and prejudices. \_\_\_\_\_
9. He/ she has been gathering news for one of the local newspapers. \_\_\_\_\_
10. He/ she has been performing a medical procedure involving an incision with instruments. \_\_\_\_\_
11. He/ she has been first delivering and then collecting letters and parcels so as to send them by post. \_\_\_\_\_
12. He/ she has been treating one of his strange patients recently using both medical and psychological therapies. \_\_\_\_\_
13. He/ she has been repairing shoes to Sylvester Stallone several times!
14. He/ she has been providing some complicated experimental and research work in some unknown to me branch of science. \_\_\_\_\_
15. He/ she has been changing words, especially written words, into a different language for most of his/ her life! \_\_\_\_\_

16. He/ she has been treating people's teeth, gums, and related structures of the mouth including the repair or replacement of defective teeth. \_\_\_\_\_

17. He/ she has been travelling around the country presenting plays with his theatre. \_\_\_\_\_

18. He/ she has been taking care of children other than her own for many years for a miserable reward. \_\_\_\_\_

19. He/ she has been patrolling around a town with the mission of security since dawn. \_\_\_\_\_

20. He/ she has been taking care of the health of animals. \_\_\_\_\_

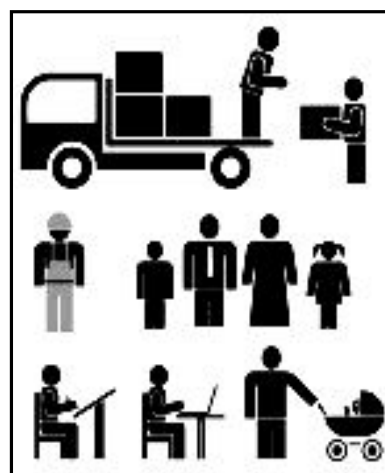
21. He/ she has been working on a ship for a long time, but he still becomes easily seasick. \_\_\_\_\_

22. He/ she has been conducting Chinese classes for the 11th graders. \_\_\_\_\_

23. He/ she has been giving advices to dozens of people about the law and has been speaking for some of them in a court of law for the past ten years or so. \_\_\_\_\_

24. He/ she has been working for the City Bank ever since he/ she moved to New York city last fall. \_\_\_\_\_

25. He/ she has been examining the records of money received, paid and owed by a privately-owned company for seven hours a day. \_\_\_\_\_



26. He/ she has been performing religious duties in the Church for a number of occasions. \_\_\_\_\_

27. He/ she has been carrying his passengers on a specially equipped yellow car fitted with a taximeter to any specified destination. \_\_\_\_\_

28. He/ she has been selling merchandise to customers in a store. \_\_\_\_\_

29. He/ she has been making and altering garments such as suits, coats, and dresses. \_\_\_\_\_

30. He/ she has been keeping records, taking minutes of the meetings, and answering correspondence for her boss. \_\_\_\_\_

31. He/ she has been serving at a table in one of the London restaurants. \_\_\_\_\_

32. He/ she has been installing and repairing electrical and telephone lines. \_\_\_\_\_

33. He/ she has been extinguishing fires in the neighborhood for ages. \_\_\_\_\_

34. He/ she has been driving a large motor vehicle designed to carry heavy loads. \_\_\_\_\_

35. He/ she has been performing research, testing, and therapy based on such phenomena as psychokinesis, telepathy and hypnosis. \_\_\_\_\_



**Exercise H:** Choose the appropriate verb tense from the multiple choices below each sentence to fit the context of the sentences:



1. This traffic is terrible. We \_\_\_<sup>1</sup> (drive) all day and we \_\_\_<sup>2</sup> (only make) 20 miles.  
<sup>1</sup> a) drove; b) were driving; c) have been driving;  
<sup>2</sup> a) made; b) have only made; c) were making
2. She \_\_\_<sup>3</sup> (immerse) herself in Jewish history and culture since she \_\_\_<sup>4</sup> (move) to Israel in 2009.  
<sup>3</sup> a) immersed; b) has been immersing; c) was immersing  
<sup>4</sup> a) was moving; b) has moved; c) moved
3. Don't disturb your father. He \_\_\_<sup>5</sup> (garden) since early this morning.  
<sup>5</sup> a) has been gardening; b) was gardening c) is gardening
4. Do you think Danny is all right? He \_\_\_<sup>6</sup> (only answer) six questions and he \_\_\_<sup>7</sup> (do) the test for over an hour now.  
<sup>6</sup> a) answered only; b) was only answering; c) has only answered  
<sup>7</sup> a) has done; b) was doing; c) has been doing
5. I \_\_\_<sup>8</sup> (try) to find a job for six months now and \_\_\_<sup>9</sup> (have) about ten interviews.  
<sup>8</sup> a) tried; b) have been trying; c) has tried  
<sup>9</sup> a) has had; b) have had; c) was having
6. I \_\_\_<sup>10</sup> (ring) my friends all morning to tell them that the party is off, but I \_\_\_<sup>11</sup> (not manage) to get through to some of them.  
<sup>10</sup> a) have been ringing; b) have rung; c) rang  
<sup>11</sup> a) don't manage; b) didn't manage; c) haven't managed
7. I \_\_\_<sup>12</sup> (meet) some really interesting people since I started the course and we \_\_\_<sup>13</sup> (study) together in the evenings.  
<sup>12</sup> a) was meeting; b) met; c) have met  
<sup>13</sup> a) have been studying; b) study; c) studied
8. – Oh, god! You are all covered in mud! What on earth \_\_\_ you \_\_\_<sup>14</sup> (do)? – I \_\_\_<sup>15</sup> (play soccer) in the rain.  
<sup>14</sup> a) did ... do; b) have ... been doing; c) have ... done  
<sup>15</sup> a) was playing; b) have been playing; c) played
9. Oh, dear! You \_\_\_<sup>16</sup> (sit) in the sun too long! That's why your shoulders are burned.  
<sup>16</sup> a) have been sitting; b) sat; c) were sitting
10. Tom and Jane \_\_\_<sup>17</sup> (go out) with each other for two years now, haven't they?  
<sup>17</sup> a) were going out; b) went out; c) have been going out
11. Harry \_\_\_<sup>18</sup> (learn) to drive since the beginning of March. He \_\_\_<sup>19</sup>

(get) his driving license yet.

<sup>18</sup> **a) have been learning; b) has learned; c) has been learning**

<sup>19</sup> **a) didn't get; b) haven't gotten; c) hasn't gotten**

12. Good heavens! Those taxi-drivers are so slow!

We <sup>20</sup> (wait) for a taxi for over half an hour.

<sup>20</sup> **a) have been waiting; b) have waited; c) waited**

13. I'm afraid Barbara can't come. Her car <sup>21</sup>

(break down).

<sup>21</sup> **a) broke down; b) has broken down; c) has**

**been broken down**

14. Ronald is an excellent journalist. A prestigious magazine <sup>22</sup> (offer) him an important position.

<sup>22</sup> **a) has offered; b) have offered; c) has been offering**

15. The students <sup>23</sup> (write) their final exam test for two hours now.

<sup>23</sup> **a) have been writing; b) have written; c) wrote**

16. I don't know what time it is; my watch <sup>24</sup> (stop).

<sup>24</sup> **a) was stopped; b) stopped; c) has stopped**

17. <sup>25</sup> you <sup>25</sup> (read) many books on crime and punishment so far?

<sup>25</sup> **a) have ... read; b) did ... read; c) were ... reading**

18. You <sup>26</sup> (not prepare) for the examination. You will have to take it again.

<sup>26</sup> **a) doesn't prepare; b) haven't prepared; c) didn't prepare**

19. They <sup>27</sup> (cancel) tonight's concert so we'll have to do something else.

<sup>27</sup> **a) were cancelling; b) cancelled; c) have cancelled**

20. I <sup>28</sup> (work) for the same company for thirteen years and it's time to move on now.

<sup>28</sup> **a) worked; b) have been working; c) have worked**

21. I <sup>29</sup> (be) to most countries in Europe but I <sup>30</sup> (never visit) Poland.

<sup>29</sup> **a) were; was; b) c) have been**

<sup>30</sup> **a) have never visited; b) has never visited; c) didn't visit**

22. George <sup>31</sup> (read) the book you lent him but he <sup>32</sup> (not finish) it yet.

<sup>31</sup> **a) has read; b) read; c) has been reading**

<sup>32</sup> **a) haven't finish; b) didn't finish; c) hasn't finished**

23. The government <sup>33</sup> (announce) recently new laws in attempt to reduce the crime rate in this country.

<sup>33</sup> **a) announced; b) has announced; c) have announced**

24. It's a pity so many cinemas <sup>34</sup> (close) since the arrival of the Internet.

<sup>34</sup> **a) have closed; b) are closed; c) closed**

25. We regret to inform you that we <sup>35</sup> (just sell out) all tickets.

<sup>35</sup> **a) have been selling out; b) sold out; c) have sold out**

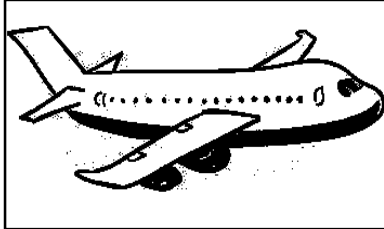




**Exercise I:** This given letter has several gaps which you have to fill in with the verb (inside the parentheses) in the appropriate tense:

a) Choose btw Past simple, Present perfect continuous and Present perfect:

Dear Samantha,



I \_\_\_<sup>1</sup> (travel) on that flight from Lisbon to London and everything seemed to be quite normal when suddenly the pilot \_\_\_<sup>2</sup> (declare) that the plane \_\_\_<sup>3</sup> (change) its direction for some troubles. He \_\_\_<sup>4</sup> (urge) us not to panic, and then he \_\_\_<sup>5</sup> (add) that the plane \_\_\_<sup>6</sup> (be kidnapped).

The kidnappers \_\_\_<sup>7</sup> (seize) the plane by force. They \_\_\_<sup>8</sup> (be armed), of course. They \_\_\_<sup>9</sup> (threaten) and \_\_\_<sup>10</sup> (intimidate) the passengers all the time through showing their criminal intentions to kill anyone who moves. Their leader meanwhile \_\_\_<sup>11</sup> (negotiate) the release of their "Brothers" from the prisons in Britain.



They \_\_\_<sup>12</sup> (shoot) an elderly person before my eyes. I \_\_\_<sup>13</sup> (be) extremely terrified. They \_\_\_<sup>14</sup> (be) violent. Now that everything is over I \_\_\_<sup>15</sup> (realize) to what extent we might be credulous, I \_\_\_<sup>16</sup> (think) that there doesn't exist any place safe

enough for anybody in the whole world. Thanks to God's providence, I am still alive. Take care of yourself, Yours faithfully, Sally

b) Now when you have finished with your first task, please take another one: *Put questions to all of the sentences from the above letter to clarify details.* Put as many questions as possible. Mind the word order and the relative tense forms. Also mind the types of questions you might employ.

c) Check the meaning of some words from Sally's letter. What could these words mean? *Choose the correct answer from the multiple choices given:*

<p><b>1. kidnapping</b></p> <p>a) taking care of kids</p> <p>b) taking hostage</p> <p>c) taking drugs</p>	<p><b>2. urge</b></p> <p>a) frustrate</p> <p>b) discourage</p> <p>c) encourage</p>	<p><b>3. seize</b></p> <p>a) leave alone</p> <p>b) grab</p> <p>c) put an end</p>
<p><b>4. intimidate</b></p> <p>a) frighten</p> <p>b) reassure</p> <p>c) leave alone</p>	<p><b>5. negotiate</b></p> <p>a) run into</p> <p>b) contest</p> <p>c) discuss</p>	<p><b>6. intention</b></p> <p>a) purpose</p> <p>b) initial aim</p> <p>c) destination</p>



<b>7. credulous</b> a) complicated b) untrusting c) trustful	<b>8. extremely</b> a) intensely b) moderately c) unremarkably	<b>9. violent</b> a) energizing b) destructive c) confident
<b>10. providence</b> a) negligence b) caution c) design	<b>11. threaten</b> a) approach b) endanger c) compliment	<b>12. faithfully</b> a) thoughtlessly b) figuratively c) really



**Exercise J:** In order to read this newspaper article you have to put the verbs in parentheses into a correct verb tense:

Based on "Five armed police sacked over photo", <http://www.independent.co.uk/>

■ Choose btw Past simple, Present perfect continuous and Present perfect:

Five police officers from a force's elite gun crime unit \_\_\_<sup>1</sup> (be sacked) after a photograph \_\_\_<sup>2</sup> (emerge), where they \_\_\_<sup>3</sup> (behave) inappropriately inside a house they were supposed to be searching. Merseyside Police today \_\_\_<sup>4</sup> (confirm) that the five officers \_\_\_<sup>5</sup> (be dismissed) from the force, without notice, after they \_\_\_<sup>6</sup> (be found) guilty of gross misconduct. The mobile phone photograph, published in the *Liverpool Echo* today, \_\_\_<sup>7</sup> (show) officers "fooling around" during a raid on a suspect's home. There \_\_\_<sup>8</sup> (be) also allegations that items that \_\_\_<sup>9</sup> (be seized) during search operations later \_\_\_<sup>10</sup> (appear) on the internet auction site eBay. Deputy Chief Constable Bernard Lawson said that they \_\_\_<sup>11</sup> (expect) the highest standards from all officers while these officers \_\_\_<sup>12</sup> (fall) far short of those expectations for some time then. Mr. Lawson also \_\_\_<sup>13</sup> (add) that he \_\_\_<sup>14</sup> (be proud) to announce at the same time that the crime rate, particularly in gun crime, \_\_\_<sup>15</sup> (gradually drop) for the past three years within Merseyside. It's quite clear, that, in general, police officers \_\_\_<sup>16</sup> (ever do) a difficult and demanding job where high standards of behavior \_\_\_<sup>17</sup> (never be negotiable). The overwhelming majority of Matrix officers \_\_\_<sup>18</sup> (only be a credit) to police forces, so it's sad that the actions of that small minority of officers \_\_\_<sup>19</sup> (have) a disproportionate impact on public confidence and community relations. The investigation \_\_\_<sup>20</sup> (already see) one sergeant from the team get the sack. Another two constables \_\_\_<sup>21</sup> (remain) on police bail in relation to the eBay probe since the photo emerged in the press.





## Grammar Expert



### The Similarities Between Universal Grammar and English Grammar

*Universal grammar forms the basis for English grammar.*

Universal grammar and English grammar are different concepts that share similarities. Universal grammar is a theory about language acquisition that applies to all languages. The theory of a universal grammar was

developed by well-known linguist Noam Chomsky. English grammar is a collection of the features and rules of the English language as it is used by its speakers. English grammar is a language-specific application of universal grammar, thus they share the similarities.

**Sounds:** Universal grammar suggests that all humans are born with a basic set of principles and parameters that allow them to learn any language. It is through exposure to a particular language that the principles and parameters are developed. *Principles* are the options available for all languages and *parameters* are language-specific rules. When it comes to the sounds in a language, universal grammar provides that humans are born with the ability to produce speech sounds and the English grammar is comprised of numerous speech sounds. For example, English speaker are able to produce the "th-sound" that is not found in the grammar of other languages because their parameters are not set for such a feature.

**Words:** Universal grammar also provides for the innate ability to combine speech sounds to form words. The English grammar has many combined speech sounds. It is the parameters of the grammars of individual languages that do not allow certain sound combinations to form words. For example, in English grammar the "t-sound" and the "r-sound" can be combined at the start of a word to form the word "truck" but they can not be combined at the end of any word in English grammar. The similarity here between universal grammar and English grammar is that English grammar applies the principle of sound combinations when not disallowed by English parameters.

**Sentences:** English grammar has rules that specify the order of words in sentences. Similarly, universal grammar states that all languages have rules specifying the order of words in sentences. English is a subject-verb-object language; these are the parameters of English grammar. The parameters of all languages are not the same. Some languages have parameters set for verb-subject-object, and some for subject-object-verb. There are examples of languages in every possible combination and they all follow the idea of parameters introduced by universal grammar.



## Have Fun! Lawyer Jokes!

- A defending attorney was cross examining a coroner. The attorney asked, "Before you signed the death certificate had you taken the man's pulse?" "No," the coroner replied. The attorney then asked, "Did you listen for a heart beat?" The coroner said, "No." "Did you check for breathing?", asked the attorney. Again the coroner replied, "No." The attorney asked, "So when you signed the death certificate you had not taken any steps to make sure the man was dead, had you?" The coroner, now tired of the brow beating said, "Well, let me put it this way. The man's brain was sitting in a jar on my desk, but for all I know he could be out there practicing law somewhere."

- An old man was on his death bed. He wanted badly to take some of his money with him. He called his priest, his doctor and his lawyer to his bedside. "Here's \$30,000 cash to be held by each of you. I trust you to put this in my coffin when I die so I can take all my money with me." At the funeral, each man put an envelope in the coffin. Riding away in a limousine, the priest suddenly broke into tears and confessed, "I had only put \$20,000 into the envelope because I needed \$10,000 for a new baptistery." "Well, since we're confiding in each other," said the doctor, "I only put \$10,000 in the envelope because we needed a new machine at the hospital which cost \$20,000." The lawyer was aghast. "I'm ashamed of both of you," he exclaimed. "I want it known that when I put my envelope in that coffin, it held my personal check for the full \$30,000."

- An engineer dies and reports to hell. Pretty soon, the engineer gets dissatisfied with the level of comfort in hell, and starts designing and building improvements. After a while, they've got air conditioning and flush toilets and escalators, and the engineer is a pretty popular guy. One day God calls Satan up on the telephone and says with a sneer, "So, how's it going down there in hell?" Satan replies, "Hey things are going great. We've got air conditioning and flush toilets and escalators, and there's no telling what this engineer is going to come up with next." God replies, "What??? You've got an engineer? That's a mistake -- he should never have gotten down there; send him up here." Satan says, "No way. I like having an engineer on the staff, and I'm keeping him." God says, "Send him back up here or I'll sue." Satan laughs uproariously and answers, "Yeah, right. And just where are you going to get a lawyer?"



**The Past Perfect Continuous (Progressive) Tense**

**Form = had + been + present participle**

It could be Active or Passive; it is used in Positive, Negative and Questions.

**1. Duration before Something in the Past** (unfinished action when another action takes place) – the Past Perfect Continuous is used to show that something started in the past and continued up until another action in the past. "For five minutes" and "for two weeks" are both durations which can be used. *Notice* the Present Perfect Continuous; however, *the duration does not continue until now, it stops before something else in the past.*

E.g.: She had been working at that company for three years when it went out of business.

**2. Cause of Something in the Past** – the Past Perfect Continuous is used before another action in the past to show cause and effect.

E.g.: Betty failed the final test because she had not been attending class.

**3. Reported Speech** – the Past Perfect Continuous is used to refer that the original tense is the Present Perfect Continuous or the Past Continuous, which change like that:

E.g.: she has been crying – she said she had been crying

E.g.: she was crying – she said she had been crying

**4. Third conditional sentences** – we can use the Past Perfect Continuous in the if-clause

E.g.: I wasn't wearing a seat belt. If I had been wearing one, I wouldn't have been seriously injured.

**5. Past Continuous vs. Past Perfect Continuous** – if you do not include a duration such as "for five minutes," "for two weeks" or "since Friday," many English speakers choose to use the Past Continuous rather than the Past Perfect Continuous. Be *careful* because this can change the meaning of the sentence. Past Continuous – emphasizes interrupted actions, whereas Past Perfect Continuous – emphasizes duration of time before something in the past. Study the examples below to understand the difference:

E.g.: He was tired because he was exercising so hard. (This sentence emphasizes that he was tired because he was exercising at that exact moment in the past.)

E.g.: He was tired because he had been exercising so hard. (This sentence emphasizes that he was tired because he had been exercising over a period of time. It is possible that he was still exercising at that moment OR that he had just finished.)



## Your Training Exercises



**Exercise A:** Form the Past Perfect Continuous tense for all verbs in parentheses so as to complete the given sentences:

1. James \_\_\_<sup>1</sup> (teach) at the University of Ottawa for more than a year before he left for Asia.
2. Everything \_\_\_<sup>2</sup> (go) well in my life until my world fell apart several months ago.
3. Hemingway \_\_\_<sup>3</sup> (lose) his self-confidence for years before the publication of Old Man and the Sea.
4. The two corporate CEOs were very excited because they \_\_\_<sup>4</sup> (negotiate) a big business deal.
5. I \_\_\_<sup>5</sup> (live) there for years before I got married. I \_\_\_<sup>6</sup> (date) dozens of girls before I met someone special.
6. I \_\_\_<sup>7</sup> (wait) for them for thirty minutes before they finally showed up.
7. He \_\_\_<sup>8</sup> (fight) with his PC for a long time until the technician arrived.
8. They danced so nicely because they \_\_\_<sup>9</sup> (practice) a lot.
9. He fell asleep during the lecture because he \_\_\_<sup>10</sup> (work) all night.
10. Maggie \_\_\_<sup>11</sup> (wait) for two months until she received the reply to her customer complaint.
11. How long \_\_\_ you \_\_\_<sup>12</sup> (study) Turkish before you moved to Ankara?
12. Sam gained weight because he \_\_\_<sup>13</sup> (overeat).
13. Chef Jones \_\_\_<sup>14</sup> (prepare) the restaurant's fantastic dinners for two years before he moved to Paris.
14. She \_\_\_<sup>15</sup> (only study) law for four years before she got the job.
15. The new vacuum cleaner \_\_\_<sup>16</sup> (already work) for an hour or so when we stopped it for examination.
16. Although the students \_\_\_<sup>17</sup> (work) on the project for six weeks, their report was not ready by the due date.
17. Susan \_\_\_<sup>18</sup> (think) about joining the Greenpeace as an International Fundraising Manager for a while when her husband rejected her moves.
18. If I \_\_\_<sup>19</sup> (calculate) our annual expenditures with much diligence, we would have been more successful.
19. I \_\_\_<sup>20</sup> (live) in one pretty small but friendly community for three years before I moved to New York.
20. The jury \_\_\_<sup>21</sup> (decide) its verdict for several hours in the absence of unanimous consideration when the judge effectively gave them a hint to find Jones guilty.





**Exercise B:** Transform these sentences with direct speech into the reported speech sentences. Mind the change of the verb-form:

1. The official Greenpeace website informed its readers, "Greenpeace *has been campaigning* against environmental degradation since 1971 when a small boat of volunteers and journalists *sailed* into Amchitka, an area north of Alaska where the US Government *was conducting* underground nuclear tests".

**Reported Speech:** \_\_\_\_\_

2. Speaking at the White House shortly after the decisive vote in the Senate, President Obama said, "It *is* pretty likely that the uncertainty surrounding the raising of the debt ceiling for businesses and consumers *has been unsettling*".

**Reported Speech:** \_\_\_\_\_

3. The Queens` police officer gave comments on the accidental death of a 70-year-old cyclist near Rockaway Beach, "Andrzej Wiesniuk *has been trying* to go from the northbound lane to the southbound bicycle lane when he was hit by a 2011 Acura".

**Reported Speech:** \_\_\_\_\_

4. The cops later added, "The driver, Jonathan Rincon, 21, of Ozone Park *was arrested* because he *has been driving* with a suspended license".

**Reported Speech:** \_\_\_\_\_

5. "A 5-year-old girl *was shot* in the back Monday night while she *has been trying* to get out of the way of a Queens shootout," cops said.

**Reported Speech:** \_\_\_\_\_

6. "They *hit* this innocent little girl," said a terrified neighbor. "These gangbangers *have been firing* at each other like animals."

**Reported Speech:** \_\_\_\_\_

7. "Investigators *questioned* a 27-year-old man linked to the gunfire who *was also being treated* at Wyckoff for a bullet wound to his leg," cops said.

**Reported Speech:** \_\_\_\_\_

8. "Tameka Daniel, 36, was busted Tuesday at her East New York home after she *has been allegedly selling* ecstasy to an undercover cop," source said.

**Reported Speech:** \_\_\_\_\_

9. "A school safety agent *was arrested* on charges that she *has been persistently selling* drugs to juveniles," cops said Wednesday.

**Reported Speech:** \_\_\_\_\_



**Exercise C:** Put questions to these sentences in the Past Perfect Progressive Tense. Mind the order of words in your questions:

1. The researchers *had been travelling* to many countries in order to collect important or noticeable data until the government cut the funds.

**Question:** \_\_\_\_\_

2. They *had been flying* for eight hours before they finally reached New York.

**Question:** \_\_\_\_\_

3. Luke gained weight because he *had been eating* pizza three times a day.

**Question:** \_\_\_\_\_

4. Janet *had been working* for Apple Inc. for almost a year when they fired her.

**Question:** \_\_\_\_\_

5. I had been writing several versions of business plan until my boss was satisfied.

**Question:** \_\_\_\_\_

6. We had had complaints that you *had been playing* your radio too loud.

**Question:** \_\_\_\_\_

7. She *had been making* a lot of noise about the poor quality of her PC until she changed it for a brand new one.

**Question:** \_\_\_\_\_

8. We *had been struggling* for several years before the business finally took off.

**Question:** \_\_\_\_\_

9. We felt increasingly irritated because we *had been negotiating* for more than two hours with little progress.

**Question:** \_\_\_\_\_

10. He *had been socializing* day and night, so no wonder that he fell asleep right on his office desk.

**Question:** \_\_\_\_\_

11. Lucy *had been dating* Tom most of her life until he finally married her.

**Question:** \_\_\_\_\_

12. Trudy had an accident because she had been driving for 12 straight hours.

**Question:** \_\_\_\_\_

13. Columbus had been sailing for more than 2 months before he and his 90 sailors saw North America.

**Question:** \_\_\_\_\_



**Exercise D:** Put these Positive sentences into the Negative. Use the Past Perfect Progressive Tense. Mind the order of words:

1. They *had been driving* for three hours when the accident happened.

**Negative:** \_\_\_\_\_

2. *Had* the pilot *been drinking* before the crash?

**Negative:** \_\_\_\_\_

3. I *had been feeling well* before I went to the doctor.

**Negative:** \_\_\_\_\_

4. The teacher *had been speaking* when a student interrupted him.

**Negative:** \_\_\_\_\_

5. He *had been fishing* on the lake in his old boat, when he felt a strong pulling on his rod.

**Negative:** \_\_\_\_\_

6. She *had been planning* her post-graduate study, but at the end of the year she decided to look for a job.

**Negative:** \_\_\_\_\_

7. Before the new project began, the engineers *had been working* on hybrid technology.

**Negative:** \_\_\_\_\_

8. Although the lawyers *had been* intensively *defending* their client, he lost the case.

**Negative:** \_\_\_\_\_

9. She *had been hoping* to find a more intellectual job, because babysitting was nice but it hadn't provided much stimulation for her brains.

**Negative:** \_\_\_\_\_

10. She *had been giving* her boring speech for 45 minutes at least when I interrupted her.

**Negative:** \_\_\_\_\_

11. *Had* you *been dating* anyone when you were in a primary school?

**Negative:** \_\_\_\_\_

12. Diane's eyes were itchy since she *had been watching* TV all afternoon.

**Negative:** \_\_\_\_\_

13. We were thirsty because we *had been working out* outside in the heat.

**Negative:** \_\_\_\_\_

14. Bob said (that) he *had been hoping* to have dinner with Julie.

**Negative:** \_\_\_\_\_

15. He *had been looking* for a job for nine months before he found one.

**Negative:** \_\_\_\_\_





**Exercise E:** Choose the appropriate verb tense from the multiple choices below each sentence to fit the context of the sentences:

*Choose btw Past Simple, Present Perfect, Past Perfect, Present Perfect Continuous (Progressive) and Past Perfect Continuous (Progressive):*

1. People \_\_\_<sup>1</sup> (leave) property by will and \_\_\_<sup>2</sup> (argue) over wills – for hundreds of years.

**a) had been leaving; b) have been leaving; c) have left**

**a) had been arguing; b) have been arguing; c) have argued**

2. Joe knew Munich well because he \_\_\_<sup>3</sup> (visit) that beautiful city many times. **a) visited; b) have visited; c) had visited**

3. After I \_\_\_<sup>4</sup> (work) for over an hour, I decided to have a rest.

**a) had been working; b) worked; c) had worked**

4. All the roads were blocked because it \_\_\_<sup>5</sup> (snow) all night long.

**a) snowed; b) had been snowing; c) was snowing**

5. Law has its origins in the early developments of civilized societies, and through time there \_\_\_<sup>6</sup> (be) major influences on the laws that we follow today. **a) had been; b) have been; c) were**

6. The name "attorney" \_\_\_<sup>7</sup> (acquire) unpleasant connotations and \_\_\_<sup>8</sup> (go out) of usage in England, in favor of the gentler term "solicitor".

**a) had acquired; b) had been acquiring; c) acquired**

**a) has gone out; b) had gone out; c) went out**

7. The teacher \_\_\_<sup>9</sup> (plan) to have an in-class exam, but she had a take-home exam instead.

**a) planned; b) had been planning; c) has been planning**

8. The United States Constitution \_\_\_<sup>10</sup> (adopt) on September 17, 1787, by the Constitutional Convention in Philadelphia, and \_\_\_<sup>11</sup> (since be amended) twenty seven times, the first ten amendments being known as the Bill of Rights.

**a) adopted; b) was adopted; c) has been adopted**

**a) had ... been adopted; b) was ... adopted; c) has ... been amended**

9. We \_\_\_<sup>12</sup> (drive) home when the car suddenly stopped.

**a) drove; b) had been driving; c) have been driving**

10. The teacher \_\_\_<sup>13</sup> (assign) five problems a day prior to midterms.

**a) had been assigning; b) assigned; c) had assigned**

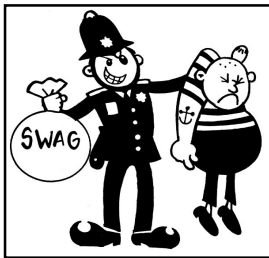
11. When I last \_\_\_<sup>14</sup> (go) to London, they \_\_\_<sup>15</sup> (renovate) the National Portrait Gallery.

**a) had gone; b) has gone; c) went**

**a) had renovating; b) had been renovating; c) has been renovating**



**Exercise F:** Revise the use of the Past Perfect Continuous tense.  
Choose the usage and indicate it by number next to each sentence:



**The Use of the Past Perfect Continuous (Progressive):**

1. Duration before Something in the Past
2. Cause of Something in the Past
3. Reported Speech
4. Third conditional sentences

No	Sentence	Usage
1	The streets were wet because it had been raining heavily.	.....
2	If you hadn't been touching that electric cable you wouldn't have been electrocuted.	.....
3	Before the company closed down its subsidiary abroad, it had been losing money for years.	.....
4	When I last saw her she had been planning a new sales strategy.	.....
5	The employee was dismissed because he had been stealing company asserts ever since he was taken on.	.....
6	Peter had been thinking of going abroad for a long time when he got a prestigious job in the Bank of Singapore.	.....
7	The experts said that the exports had been growing steadily for over the past six months at least.	.....
8	The company had been trying not to disclose its top secret "know-how" information until it was revealed in the press.	.....
9	Foreign earnings had been moving ahead to record levels since 1999, Vanessa Gregg reported from Berlin.	.....
10	The police officer had been planning to repeat the suspect's interrogation because most of the case remained unclear.	.....
11	Many women had been working for so many years for women's rights that they could not give up so easily.	.....
12	The investigator had been observing the crime scene very carefully because he hoped to find any fingerprints or so.	.....
13	I came into the courtroom and saw Alice. She had been standing at the witness stand.	.....
14	It seemed to me that the barrister had been questioning her for a long time and she looked as if she had been crying.	.....
15	He had been serving his sentence in the Bastille for ten years until he was released on parole.	.....
16	He said he had been working as a lawyer for two years.	.....
17	A man had been laying unconscious for a few minutes when an ambulance arrived	.....



**Exercise G:** Match the sentence on your left with the comment it may demand on your right. Do not take most of the latter seriously:

<b>Sentence</b>	<b>Comment</b>
a) When I arrived, Ann had been waiting for me for a very long time.	a) Her eldest son's behavior was much to be desired.
b) Alf had been eating his dinner when the door suddenly opened and a burglar came in.	b) I wasted my time again!
c) I had been trying to recollect any data about preliminary investigation at my exam but I couldn't formulate any proper answer.	c) Strange things could easily happen in this area from time to time.
d) The poor woman complained that she had been having trouble with her eldest son for the last five years.	d) Not all solicitors were reliable in our neighborhood.
e) The strange person who had been looking at me ever since I had come into the room, suddenly rose and left.	e) The police was at the scene in time.
f) Mr. Woods had been working for Apples Inc. for 40 years when he finally retired in 2010.	f) She was rather annoyed with me because I was late.
g) I'd been standing there for nearly a half an hour when I realized I was at the wrong bus-stop.	g) In old times everyone respected the court and its procedures!
h) The strange thing was that we had been just talking about ghosts when we heard the noise upstairs.	h) People should sleep at night, due to my physician.
i) At last we found the path we had been looking for.	i) He didn't expect anyone to interrupt his dinner!
j) We had been waiting for the solicitor for nearly two hours but he didn't come.	j) I guess it was such a bore!
k) The juveniles had been robbing the store when the police came.	k) He knew nothing!
l) I felt sick and tired because I had been working on my project the whole night before.	l) He was known as the oldest employee with great experience.
m) They had been discussing the evidence for half an hour.	m) I resembled someone, I'm sure.
n) The judge had been just announcing the ruling when the bailiff came in.	n) Some aims could be achieved!



**Exercise H:** Here are some questions which you have to answer so as to revise tenses and to lit more light on your personality:



1. What were you doing last night at nine o'clock? What time did you stop doing that? Why did you stop doing that? How long *had you been doing* that before you stopped?\_\_\_\_\_

\_\_\_\_\_

2. Do you watch much television? Were you watching any TV programs last night at 12 pm? How long *had you been watching* television before you went to bed?\_\_\_\_\_

3. Do you surf the web? What sites do you like most? Were you surfing yesterday after midnight? How long *had you been surfing* before you found your favorite site?\_\_\_\_\_

4. Have you ever been saving money for anything special? How long *had you been saving* before you bought that special thing? What was it?\_\_\_\_\_

5. Is there anything that you are really good at doing? How long *had you been mastering* before you became really good at it?\_\_\_\_\_

6. Have you ever taken part in any contest? Did you win? How long *had you been preparing* for that competition before you decided to participate?\_

7. Have you ever gone to a psychic or fortuneteller? How long *had you been waiting* until his or her forecast became true?\_\_\_\_\_

8. Is it difficult for you to learn things by heart? How long *had you been exercising* something before you learned it 100%?\_\_\_\_\_

9. When was the last time you got into any argument? How long *had you been arguing* before you resolved your dispute? \_\_\_\_\_

10. How would your life be different if you were ten years younger? How long *had you been thinking* before you answered my question? \_\_\_\_\_



**Exercise I:** On your left you'll find the 1<sup>st</sup> part of the description of people which demands its completion from the row to your right:

<b>1<sup>st</sup> part of the description</b>	<b>2<sup>nd</sup> part of the description</b>
a) <i>Simon Klein</i> was always most interested in criminal law.	a) He had been originally planning to start his own business, but decided on a career in law during his second year.
b) <i>Nora Gauche</i> founded her own e-commerce business.	b) Courses like that had been ever giving the opportunity to experience the work of a lawyer before students decided on a career in the law.
c) <i>Nicole Frowner</i> was interested in company law and was known to be very ambitious.	c) She had been looking for some law degree programs in the UK for the past two weeks which would have offered courses in the important skills for lawyers, such as legal writing, research and legal English.
d) <i>Bennett Bozeman</i> was once a business-studies student and wanted to pursue a career advising companies on mergers and acquisitions.	d) She had been in great demand as a gifted dotcom consultant for the past three months. But if she had been studying better at her Law School she wouldn't have ended with a disappointing 2.2. Law degree and would have pursued a career in commercial law.
e) <i>Lora Ghee</i> was very studious and was aiming for a first-class law degree, though she felt some gaps in her legal writing and speaking.	e) When their law firm hired new recruits, they had been lately looking at four things: education, personality, experience and language ability.
f) <i>Nick Fronsos</i> made a brilliant career in a big law firm. He became the senior partner responsible for the recruitment policy.	f) He had been ever helping juvenile offenders with advices of their legal rights at his university law clinic before he entered the recognized Law School in Virginia, USA.
g) <i>Harry Delaware</i> decided to take an optional course on legal practice while he was a 3 <sup>rd</sup> year student at Washington and Lee Law School, Virginia, USA.	g) She had been planning to become a partner in a law firm dealing with various company matters before she was 30. If she had been working on a training contract for some time before she would have gotten closer to her aim the sooner the better.



**Exercise J:** Correct the order of words in those twisted sentences below to restore sense. Mind the verb tense; apply relevant rules:

1. future/ foreign/ essential/ had/ The/ law/ hard/ students/ because/ knowledge/ studying/ of/ was/ for/ languages/ their/ commercial/ English/ practice/ been. **Correct:** \_\_\_\_\_

2. thinking/ been/ on/ How/ degree/ you/ you/ a/ a/ to/ career/ before/ complete/ decided/ long/ had/ law? **Correct:** \_\_\_\_\_

3. sole/ or/ taking/ Some/ run/ wanted/ to/ partnerships/ work/ a/ alone/ as/ practitioner/ small/ in/ a/ so/ town/ they/ had/ been/ such/ family/ subjects/ employment/ small/ and/ housing/ students/ law/ law/ law/ as.

**Correct:** \_\_\_\_\_

4. been/ a/ a/ free/ involved/ voluntary/ When/ got/ with/ centre/ he/ advice/ had/ hours/ day/ providing/ legal/ to/ assistance/ local/ the/ community/ Jerry/ for/ 3/. **Correct:** \_\_\_\_\_

5. huge/ US/ increasingly/ The/ the/ the/ the/ that/ for/ to/ of/ EU/ European/ past/ businesses/ Competition/ embracing/ Commissioner/ detriment/ admitted/ companies/ had/ been/ target/ marketing/ decades.

**Correct:** \_\_\_\_\_

6. IP/ reported/ investors/ only/ been/ two-thirds/ their/ their/ Smaller/ that/ when/ companies/ it/ came/ of/ had/ to/ undertaking/ diligence/ in/ questions/ of/ financing/ projects. **Correct:** \_\_\_\_\_

7. touching/ legally/ If/ had/ Proprietors/ been/ been/ arising/ the/ the/ the/ the/ Publishers/ meaning/ agreement/ would/ to/ any/ any/ arbitration/ difference/ binding/ between/ have/ of/ same/ referred/ and.

**Correct:** \_\_\_\_\_

8. being/ international/ increasing/ With/ globalization/ growth/ trade/ more/ drug/ ill-gotten/ had/ money/ laundered/ ever/ partly/ back/ electronic/ the/ the/ the/ of/ of/ on/ and/ been/ than/ banking.

**Correct:** \_\_\_\_\_

9. lately/ US/ regulators/ commercial/ State/ around/ were/ about/ concerned/ explosion/ bulletin/ investment/ which/ schemes/ had/ only/ flourishing/ been/ on/ illicit/ board/ informal/ and of that/ made/ up/ the/ computer/ Internet/ web/ networks/ services/ the/ the/ in.

**Correct:** \_\_\_\_\_

10. civil/ of/ Securities/ confirmed/ that/ or/ one/ more/ its/ directors/ had/ been/ lawsuits/ Biotech/ US/ British/ brought/ by/ Exchange/ the/ the/ and/ Commission/ facing. **Correct:** \_\_\_\_\_



**Exercise K:** Complete the following sentences using either the past continuous or the past perfect continuous forms of the verbs:

1. We \_\_\_<sup>1</sup> (sit) at the Café Salsa when we saw a famous rock star walk past the window.

2. James \_\_\_<sup>2</sup> (study) for six years before he became a lawyer.

3. My parents moved away from Yorkshire. They \_\_\_<sup>3</sup> (live) there for twenty years.

4. Henry \_\_\_<sup>4</sup> (drive) drunk when he crashed into a truck last night.

5. After we \_\_\_<sup>5</sup> (drive) for nearly three hours, we stopped to eat something.

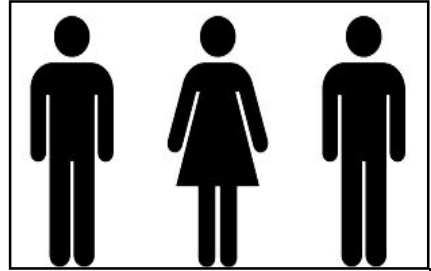
6. David was really angry when I got to the restaurant since he \_\_\_<sup>6</sup> (wait) for more than an hour.

7. At this time yesterday morning, I \_\_\_<sup>7</sup> (give) a lecture on business ethics.

8. Anna called me while I \_\_\_<sup>8</sup> (grade) the final papers of the class.

9. When I saw her red face and puffy eyes, I knew Liz \_\_\_<sup>9</sup> (cry).

10. The youngsters \_\_\_<sup>10</sup> (listen) to some crazy music at extraordinary high volume for a few hours before the disturbed residents called the police.



**Exercise L:** Complete the following sentences using either the past perfect or the past perfect continuous forms of the verbs in brackets:

1. By the time we got to the courtroom, the judge \_\_\_<sup>1</sup> (already pronounce) his ruling.

2. I was very tired when I finally finished the project. I \_\_\_<sup>2</sup> (work) on it for a week at least.

3. Nora \_\_\_<sup>3</sup> (practice) for two hours before she took a break.

4. Sally called her client right after she \_\_\_<sup>4</sup> (prepare) the brief of his case.

5. After he \_\_\_<sup>5</sup> (make) his testimony, Thomas went back to his seat.

6. We went out for a drink after we \_\_\_<sup>6</sup> (edit) the layout of the journal.

7. The investigator \_\_\_<sup>7</sup> (look for) for any fingerprints at the scene of the crime since the morning when he found the other evidences instead.

8. When it started to rain, we \_\_\_<sup>8</sup> (play) basketball for about two hours.

9. The rock concert \_\_\_<sup>9</sup> (already begin) by the time we got to the stadium.

10. We \_\_\_<sup>10</sup> (wait) for the notary for more than an hour when he finally arrived.





**Exercise M:** Match the following and make full sentences using the past perfect continuous forms of the verbs in brackets:

1 <sup>st</sup> part of the sentence	2 <sup>nd</sup> part of the sentence
a) Mr. Walker had been presiding over the Worchester County Court since 1985	a) I had been waiting for forty minutes at the bus stop.
b) Paul had been writing detective stories for four years	b) because I had been standing in the rain for nearly an hour.
c) When the bus finally arrived	c) before she went to Germany for a permanent residence.
d) Kate had been looking for her ring for an hour	d) so I felt just exhausted and little bit frustrated.
e) Cathy had been waiting for a phone call from her employer	e) when he retired last month.
f) Before she finally went to see the doctor	f) when we stopped at the BP station to get some gas.
g) Jackie had been learning German for two years	g) before he published his first book.
h) We had been driving for three hours	h) Rebecca had been sleeping for six hours or so.
i) I caught the bad cold	i) before she found it under the bed.
j) I had been persuading the customer to buy that prestigious though expensive Mercedes car for two hours at least	j) when she heard some blood freezing screaming outside
k) When the alarm went off	k) Liz hadn't been feeling well for days.



**Exercise N:** Examine those short conversations below. Restore the twisted replies. Mind the usage of the Past perfect continuous tense:



**1. Why was Maggie so angry?** – hours/ didn't/ but/ three/ Because/ she/ come/ had/ more/ been/ lawyer/ waiting/ for/ for/ than/ he/ her.

**2. Why did John look so sleepy?** – past/ going/ Because/ every/ he/ for/ had/ least/ been/ out/ weeks/ night/ the/ six/ at. // would/ looked/ If/ had/ night/ been/ at/ he/ sleeping/ have/ much/ he/ better.

**3. Why did Glenn look so pleased with herself?** –



complicated/ Because/ had/ they/ expert/ been/ resolution/ participating/ dispute/ in/ she/ the/ corporate/ as/ an/ and/ won!

**4. Why did Mr. Crown look so exhausted?** – too/ much/ spending/ had/ Because/ working/ he/ been/ lately./ all/ himself/ If/ have/ he/ office/ hadn't/ been/ his/ life/ time/ in/ he/ the/ would/ had/ more/ for.

**5. Why did the investigator look so worried?** – hours/ juvenile/ Because/ suspect/ he/ guilt/ had/ proofs/ been/ interrogating/ found/ the/ the/ last/ two/ and/ lots/ of/of/ for/ his.

**6. Why did your secretary look so relaxed?** – ago/ weeks/ not/ Because/ Bali/ wonderful/ she/ had/ holiday/ been/ long/ having/ a/ on/ for/ two.

**7. Why did the plaintiff look so upset?** – but/ for/ judge/ Because/ motions/ he/ already/ had/ rejected/ suit/ been/ several/ mounting/ his/ times/ the/ his/ again.



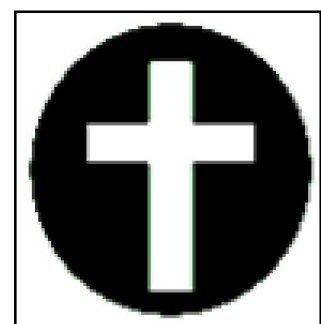
**Exercise O:** Read the extract about *Mother Teresa* and complete the sentences below. Use the Past Perfect Continuous tense:

a) Read and translate the text "Mother Teresa":

Mother Teresa was born Agnes Gonxha Bojaxhiu in Macedonia in 1910. Her family was very religious and Agnes went to church almost every day while she was growing up. In 1928 she left Macedonia and travelled to Dublin, in Ireland, to join the Sisters of Loretto, where she took the name Teresa. Mother Teresa then spent



many years as a nun and a teacher, but in 1948 her life changed completely. By this time she had been in India for nearly twenty years, and was spending much of that time as a teacher and Principal in St. Mary's High School, Calcutta. Then, one day, she came across a poor, dying woman in the street. Mother Teresa stayed with the woman as she was dying, and decided to dedicate her life to the poorest people. She then founded the Missionaries of Charity, which, by the end of the 20th century, had expanded to about 550 missions worldwide. In 1979 Mother Teresa was awarded the Nobel Peace Prize, but she started to suffer from heart problems in the early 1980s. Although her health improved a little after she had had a pacemaker fitted in 1989, she was then weakened by infections and diseases. She finally died in Calcutta on September 5<sup>th</sup>, 1997.

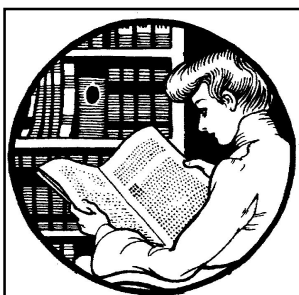


b) Complete the following sentences:

1. Even before little Agnes Gonxha Bojaxhiu was born in 1910, her family \_\_\_<sup>1</sup> (already live) in Macedonia for many years.
2. Before Agnes grew up, she \_\_\_<sup>2</sup> (go) to church since her childhood on.
3. She \_\_\_<sup>3</sup> (attend) most of the church ceremonies, because her family was very religious.
4. Before she took the name Teresa, everybody \_\_\_<sup>4</sup> (call) her just Agnes.
5. Before her life changed completely in 1948, she \_\_\_<sup>5</sup> (work) as a nun and a teacher for several years.
6. Before she came across a poor, dying woman in the street one day, she \_\_\_<sup>6</sup> (live) in India for almost twenty years and \_\_\_<sup>7</sup> (spend) much of that time as a teacher and Principal in St. Mary's High School, Calcutta.
7. Before she decided to dedicate her life to the poorest people, Teresa \_\_\_<sup>8</sup> (stay) with and \_\_\_<sup>9</sup> (take care) of that sick woman who died later on.
8. Before Mother Teresa was awarded the Nobel Peace Prize, she \_\_\_<sup>10</sup> (suffer) from heart problems for some time.
9. Before about 550 missions appeared, the Missionaries of Charity founded by Mother Teresa \_\_\_<sup>11</sup> (expand) worldwide for the last decades of the 20<sup>th</sup> century.
10. Although Mother Teresa improved a little after she had had a pacemaker fitted in 1989, her health \_\_\_<sup>12</sup> (then weaken) by infections and diseases and she finally died in Calcutta on September 5<sup>th</sup>, 1997.



**Exercise P:** Complete the 3<sup>rd</sup> Conditional sentences below using the Past perfect continuous tense:



1. If you \_\_\_<sup>1</sup> (not read) those newspaper articles, you \_\_\_<sup>2</sup> (not know) so many facts about the rate of criminality in that locality.
2. If the police \_\_\_<sup>3</sup> (not thoroughly investigate) the case, they \_\_\_<sup>4</sup> (hardly find) the proofs of Mr. Goodman's guilt.
3. If the money launderers \_\_\_<sup>5</sup> (not use) cashless transactions and computerized clearing to hide their financial transfers from authorities, it \_\_\_<sup>6</sup> (be) much easier for the law enforcement to detect fraudulent schemes.
4. If the offender \_\_\_<sup>7</sup> (not leave) his fingerprints all over the scene of the crime, he \_\_\_<sup>8</sup> (not be caught) by the police so fast.
5. If Jane \_\_\_<sup>9</sup> (not participate) in the London riots for the past three days,

she \_\_\_\_<sup>10</sup> (not face) charges in vandalism.

6. If Josie \_\_\_\_<sup>11</sup> (not watch) the news channels for most of his spare time, he \_\_\_\_<sup>12</sup> (not be so deeply aware) of political situation in Libya.

7. If the major US carriers \_\_\_\_<sup>13</sup> (not interfere) into the European air market to the detriment of European carriers, the latter \_\_\_\_<sup>14</sup> (compete) without serious distortions within the Common Aviation Policy.

8. If the court \_\_\_\_<sup>15</sup> (decide) to award punitive damages for any justified complaint about discrimination in the workplace, most of the companies \_\_\_\_<sup>16</sup> (go) bankrupt in a pretty short time.

9. If the Registration Office \_\_\_\_<sup>17</sup> (take into account) the distinctive character of the earlier trademarks, it \_\_\_\_<sup>18</sup> (not register) the similar or identical names of the companies and \_\_\_\_<sup>19</sup> (cause) the likelihood of confusion on the part of the public.

10. If the businesses \_\_\_\_<sup>20</sup> (not offer) their consumers a guarantee of the origin of the marked product, the essential function of the trademark in the system of undistorted competition \_\_\_\_<sup>21</sup> (not be fulfilled).

11. If the goods and services \_\_\_\_<sup>22</sup> (not bear) their registered trademarks, the public \_\_\_\_<sup>23</sup> (be confused) as to the place of production of those goods and services.

12. If the smaller research-based companies \_\_\_\_<sup>24</sup> (undertake) due diligence in terms of their IP rights, the larger companies \_\_\_\_<sup>25</sup> (not capitalize) on their poorly protected discoveries.

13. If the undercover officers \_\_\_\_<sup>26</sup> (not risk) their lives for many months, they \_\_\_\_<sup>27</sup> (not gather) enough evidence of the complicity of corrupted bank employees.

14. If the money launderers \_\_\_\_<sup>28</sup> (convert) their illicit funds in casino, they \_\_\_\_<sup>29</sup> (exchange) cash for gambling chips, then \_\_\_\_<sup>30</sup> (play) for a while at the tables and later \_\_\_\_<sup>31</sup> (exchange) chips back again.

15. If that notorious Internet shop \_\_\_\_<sup>32</sup> (not request) cash in advance, the Internet Fraud Watch \_\_\_\_<sup>33</sup> (not suspect) it in a fraud abuse.

16. If the buyers \_\_\_\_<sup>34</sup> (use) escrow payment services, their online transactions \_\_\_\_<sup>35</sup> (be insured) at least.

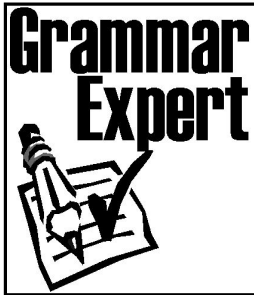
17. If any employee \_\_\_\_<sup>36</sup> (blow the whistle) on their employer, he \_\_\_\_<sup>37</sup> (be immediately fired) from the company without compensation at a disciplinary meeting for "revealing confidential information to the third parties".

18. If the company \_\_\_\_<sup>38</sup> (violate) any US securities laws, it \_\_\_\_<sup>39</sup> (answer) to the claims of the US Securities and Exchange Commission.



## It is interesting to know

*Adapted from the Introduction to a Short Guide to Academic Writing, by Andrew P. Johnson, New York: University Press of America, Inc., 2003.*



## Anybody Can Write

Writing is not something that only professors, grammarians, and English teachers can do. Writing is simply a matter of finding out what you have to say, how you may organize your thoughts, and put the right words together to communicate your ideas. Consider these important points about writing:

1. *Anyone can write well.* You become a better writer by practicing. If you do not write, you will not get better. As long as you keep writing, your writing will continue to improve no matter what your skill level is. "I am a better writer this year than I was last year, not because I became smarter, but because I have done a great deal of writing and reading".
2. *Reading also improves your writing.* It will increase your vocabulary, expand your knowledge base, and give you a feel for the sound structure of the language. Discipline yourself to pick up an expository text and read for ten minutes every day. This act will help you become a better writer and improve your ability to read advanced textbooks. Also, you may learn something interesting along the way.
3. *Drafts.* All writers write poorly on their first drafts. But you need to celebrate the very first efforts. These are the first steps in producing a quality piece of writing. Draft your first ideas without worrying about grammar, spelling, and punctuation. Then build from those first drafts. They are actually what you are thinking as you write and what you are writing as you think. Draft includes: contemplating; rethinking; adjusting ideas; assessing the need for more research or a different path to making your argument.
4. *Revising is rethinking.* Get rid of the mistaken notion that revising is editing or just changing a few words around or just correcting the grammar errors or purely eliminating the wordiness. Revising is the very deliberate and essential act of rethinking with your audience and writing project in mind. It helps to evaluate whether it accomplishes its goal and whether it is easy to read and comprehend. And therefore argue back with. No one argues with an unrevised and poorly written not understandable document.
5. *Writing is thinking.* If writing is thinking, write all the time. May be every day or as much of the day as possible. Haggle with your professor. Change a fact in a classroom discussion and write out the likely outcome. Jot down questions that you would like to ask in class. To ask your classmate who made a great point in class. To release frustrations about your law school. To celebrate your being in that particular law school. Just write!



### The Future Perfect Continuous (Progressive) Tense

**Form = shall/ will + have been + present participle (1<sup>st</sup> form + ing)**

**Form = BE (is/are) + going to have + been + a present participle**

We use **will** when we decide to do something at the time of speaking. The speaker has not decided before. We use **(be) going to** when we have already decided to do something. The Future Perfect Continuous forms are usually interchangeable. They could be Active or Passive; they are used in Positive, Negative and Questions. The negative is formed by putting **not** after shall/ will. In the interrogative sentences, shall/ will is put before the subject.

**1. Duration before something in the Future** – the Future Perfect Continuous is used to show that something will continue up until a particular event or time in the future. **Notice:** with Future Perfect Continuous, the duration (e.g., *for five minutes, for two weeks, since Friday, by the end of this week, etc.*) stops at or before a reference point in the future. E.g.: James will have been teaching at the university for more than a year by the time he leaves for Asia. E.g.: We are going to have been driving for over three days straight when we get to Berlin.

**2. Cause of Something in the Future** – the Future Perfect Continuous is used before another action in the future to show cause and effect.

E.g.: Jason will be tired when he gets home because he will have been working for almost a week. E.g.: Claudia's English will be perfect when she returns to Germany because she is going to have been studying English in the USA for over two years.

**3. A long action before some point in the Future** – the Future Perfect Continuous is used to denote an action which will begin before a definite moment in the future, will continue up to that moment and will be going on at that moment. E.g.: By the next August Mary will have been working at that company for three years.

**4. Future Continuous vs. Future Perfect Continuous** – if we do not include duration, we use the Future Continuous rather than the Future Perfect Continuous. Future Continuous – emphasizes interrupted actions, whereas Future Perfect Continuous emphasizes duration of time before something in the future.

**5. Remember:** like all future forms, the Future Perfect Continuous cannot be used in clauses beginning with time expressions such as: *when, while, before, after, by the time, as soon as, if, unless, etc.* Instead Present Perfect Continuous is used. E.g.: You won't get a promotion until you have been working here as long as Mrs. Karlstad.



## Your Training Exercises



**Exercise A:** Form the Future Perfect Progressive Tense verb-form for each verb in parentheses to complete the given sentences:



1. Next year Mr. Trenton \_\_\_<sup>1</sup> (work) in the Worcester County Police Forces for eleven years.
2. By the end of March the investigator and his team \_\_\_<sup>2</sup> (examine) this case for 2 months.
3. Next Christmas she \_\_\_<sup>3</sup> (conduct) lectures in Criminal law for the three academic semesters.
4. By the time he finishes law school, we \_\_\_<sup>4</sup> (live) in the U.S. for eight years.
5. Mary \_\_\_<sup>5</sup> (pack) her things to leave for an hour when the taxi comes.
6. By the end of the week the police \_\_\_<sup>6</sup> (keep) the suspect under detention for 48 hours.
7. When the sheriff calls, the juvenile offender \_\_\_<sup>7</sup> (tell) the inspector everything he knows about this case.
8. By the end of this hour the jury \_\_\_<sup>8</sup> (discuss) the verdict for 20 minutes the most.
9. Tommy \_\_\_<sup>9</sup> (study) at the Maryland School of law for 3 months when his parents come to see him.
10. The Mirrar aboriginal people \_\_\_<sup>10</sup> (campaign) to block uranium mining on their traditional land at Jabiluka for 20 years next April.
11. By the end of the pre-trial process the suspected thief \_\_\_<sup>11</sup> (stay) in the detention room for another 2 months.
12. By 12 o'clock we \_\_\_<sup>12</sup> (listen) to the case about money laundering in Mexico for 3 hours.
13. The environmentalist groups including Greenpeace and the Wilderness Society \_\_\_<sup>13</sup> (step up) their protests in Australia's main cities against the development of the uranium mine for another few weeks.
14. Tomorrow it will be a year as the police \_\_\_<sup>14</sup> (search) for the criminals who robbed the bank.
15. Before becoming a Queen's Counsel Lord Garringham \_\_\_<sup>15</sup> (serve) as a Law Lord and the certified barrister for 15 years.
16. At 9 o'clock next Monday Judge Orr \_\_\_<sup>16</sup> (preside over) the Special Tribunal on Yugoslavia.



**Exercise B:** Put questions to these sentences in the Future Perfect Progressive tense. Mind the order of words in your questions:

1. In this barbaric city a victim *will have been laying* without any help for an hour at least before the ambulance comes.

**Question:** \_\_\_\_\_

2. By next April a friend of mine *will have been serving* as a Crown court judge for four years.

**Question:** \_\_\_\_\_

3. They *will have been negotiating* for over an hour by the time the terms of the contract are clarified.

**Question:** \_\_\_\_\_

4. She *is going to have been working* at the recognized lawyers` office for three years when it finally closes.

**Question:** \_\_\_\_\_

5. You *will only have been waiting* for a few minutes when the notary arrives.

**Question:** \_\_\_\_\_

6. They will be making a rest stop in half an hour, because Denis *will have been driving* the car for 6 hours by then.

**Question:** \_\_\_\_\_

7. By the year 2020, linguists *will have been studying* and *defining* the Indo-European language family for more than 200 years.

**Question:** \_\_\_\_\_

8. In the summer Mike *will have been trying* to find a new job for five months.

**Question:** \_\_\_\_\_

9. When the meeting starts, they *will have been sitting* here for three hours.

**Question:** \_\_\_\_\_

10. When Ann gets her diploma she *will have been studying* at the University for six years.

**Question:** \_\_\_\_\_

11. By this time, he *will have been working* for 12 hours, so he will be very tired.

**Question:** \_\_\_\_\_

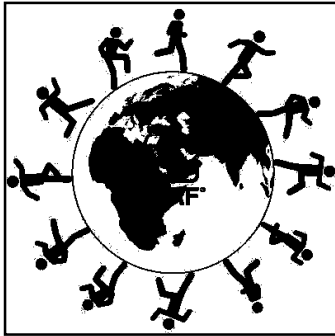
12. Tammy will be very tired when she comes home, because she *will have been flying* for over 24 hours.

**Question:** \_\_\_\_\_





**Exercise C:** Put these sentences in the Future Perfect Progressive tense into a negative form. Mind the order of words in the sentences:



1. Mike *will have been studying* at the university for two years by the time he joins the army.

**Negative:** \_\_\_\_\_

2. By the year 2017, people *will have been watching* TV for 100 years. (correct=70 years)

**Negative:** \_\_\_\_\_

3. Even though she *will have been dancing* the whole night through, Monica will still look very fresh.

**Negative:** \_\_\_\_\_

4. Mark will become a better dancer after the lessons, because he *will have been practicing* dancing for 3 weeks.

**Negative:** \_\_\_\_\_

5. By the time he finishes this semester, Richard *will have been studying* nothing but love affairs for four years.

**Negative:** \_\_\_\_\_

6. He *will have been working* at the bank for a year before he is involved into a money laundering scheme.

**Negative:** \_\_\_\_\_

7. By the time Laura finishes this course, she *will have been learning* English for twelve months.

**Negative:** \_\_\_\_\_

8. Some parents *will have been saving* money for many years in China, by the time their children need to go to college.

**Negative:** \_\_\_\_\_

9. The bus driver *will have been transporting* children to the school in the Down town for 2 years by the end of this month.

**Negative:** \_\_\_\_\_

10. We *will have been waiting* for more than thirty minutes by the time the bus arrives.

**Negative:** \_\_\_\_\_

11. When Jonathan gets his degree, he *will have been studying* at Oxford for ten years.

**Negative:** \_\_\_\_\_

12. By the time Mr. Rackham retires at the age of sixty-five, he *will have been representing* his home country in the UN for fifteen years.

**Negative:** \_\_\_\_\_





**Exercise D:** Transform these Active sentences in the Future perfect progressive into Passive ones though you will hardly use them live:

1. We're so early, that Barbara *will not have been waiting* for us yet.

**Passive:** \_\_\_\_\_

2. We should hurry because Barbara *will have been waiting* for us for ten minutes already.

**Passive:** \_\_\_\_\_

3. The famous artist *will have been painting* the Queen Elisabeth's portrait for over six months by the time it is finished.

**Passive:** \_\_\_\_\_

4. They *will not have been fighting* the court case for less than 5 weeks by the end of the year.

**Passive:** \_\_\_\_\_

5. Professor Guttman *will not have been coaching* the weak students any more, will she?

**Passive:** \_\_\_\_\_

6. The politicians *will have been discussing* the hunger problem in the world for seventeen hours by the end of the summit.

**Passive:** \_\_\_\_\_

7. We *will have been waiting* for about two hours when the plane arrives.

**Passive:** \_\_\_\_\_

8. The police officer *will have been writing* the report about the growth of criminality in that particular locality for two hours when his Chief comes.

**Passive:** \_\_\_\_\_

9. She *shall have been dancing* salsa with her partner for three hours by the end of the program.

**Passive:** \_\_\_\_\_

10. Martin *will have been telling* his rude jokes as a comedian in various notoriously rowdy cabarets for ten years now.

**Passive:** \_\_\_\_\_

11. Professor Transco *will have been teaching* Criminal law at the University of Ottawa for forty years by the time he retires.

**Passive:** \_\_\_\_\_

12. The police officer *will have been interrogating* the juvenile suspect for two hours at least before the investigation gets any proofs of the crime.

**Passive:** \_\_\_\_\_





**Exercise E:** Transform these hardly usable Passive sentences in the Future perfect progressive tense into Active (regular) ones:



1. Any reported violation of the US securities laws *will have been being* thoroughly investigated by the market watchdogs for some time before it goes to the Securities and Exchange Commission.

**Active:** \_\_\_\_\_

2. Eight EU member states *will have been being* taken to the European Court of Justice by the European Competition Commission over their illicit bilateral aviation deals with the US by the end of this fiscal year.

**Active:** \_\_\_\_\_

3. Serious competition distortions *will have been being* created by some recognized air companies to the detriment of the other European carriers for many years now.

**Active:** \_\_\_\_\_

4. Most of the illegal bilateral aviation deals *will have been being* contracted by the major air market companies through offshore financial heavens with lax financial regulation and poor government supervision.

**Active:** \_\_\_\_\_

5. With the growth of the international drug trade more ill-gotten money *will have been being* laundered than ever partly on the back of electronic banking and the increasing globalization by the Colombian drug cartels.

**Active:** \_\_\_\_\_

6. A chilling precedent *will have been being* set for the entire brokerage industry by the time the plaintiff attorneys succeed in their attempts to hold brokerages liable for profiting from the association with the defrauders.

**Active:** \_\_\_\_\_

7. A new offensive *will have been being* mounted against the barons of organized telephone crime by the British Telecommunications (BT) by the end of this month.

**Active:** \_\_\_\_\_

8. By the next year the cost of the UK phone crime *will only have been being* doubled due to various fraudulent activities of the UK's best-known villains ranging from drugs to terrorism and *will roughly have been being* estimated as much as 400 million pounds in losses.

**Active:** \_\_\_\_\_



**Exercise F:** Put the verbs in parentheses into the appropriate tense (future perfect/future perfect continuous) to complete the sentences:

1. By the end of the week Lucy Grieg \_\_\_<sup>1</sup> (work) for that in-house counseling firm for four months.

2. If what scientists say is true, humans \_\_\_<sup>2</sup> (make) life a miserable existence within the next 15 years.

3. Old Mr. McCauley \_\_\_<sup>3</sup> (teach) criminology at the University of Essex for 30 years by the end of this term.

4. She \_\_\_<sup>4</sup> (hold) three positions by the time she receives her next promotion.

5. Jason is going to move next year. He \_\_\_<sup>5</sup> (live) in the same house for twenty years at least when he moves.

6. My parents will be tired when they get home because they \_\_\_<sup>6</sup> (work) late.

7. To have a goal is the important thing, and to work toward it. Then, if you decide you wish to do something different, you \_\_\_<sup>7</sup> (at least move), you \_\_\_<sup>8</sup> (go) somewhere, you \_\_\_<sup>9</sup> (learn). (*Louis L'Amour, The Lonesome Gods*)

8. Luke \_\_\_<sup>10</sup> (be sick) for two weeks tomorrow.

9. In just half an hour from now, we \_\_\_<sup>11</sup> (debate) for 3 hours straight.

10. The US Vice President Clinton \_\_\_<sup>12</sup> (travel) overseas for three weeks when she returns.

11. As of the end of the year, our company \_\_\_<sup>13</sup> (lead) the market in hi-tech sales for over a decade.

12. By the year 2020 many high-growth companies \_\_\_<sup>14</sup> (outpace) their competitors and \_\_\_<sup>15</sup> (accelerate) new market entries by employing sales outsourcing.

13. We \_\_\_<sup>16</sup> (hardly discuss) this issue in full in the absence of sound arguments by the end of the week.

14. Mankind \_\_\_<sup>17</sup> (print) books by machine for around 600 years by the year 2039.

15. By the end of the year, the church's attendance in Russia \_\_\_<sup>18</sup> (increase) by at least 10 percent per year for the past 20 years.

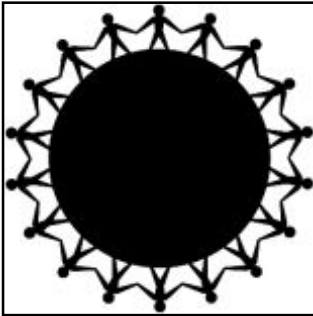
16. By the time we get to Chicago this evening, we \_\_\_<sup>19</sup> (drive) more than four hundred miles.

17. I hope that I \_\_\_<sup>20</sup> (finish) my work before the weekend.





**Exercise G:** Choose the appropriate tense form from the multiple choice options below each of the given sentences to complete them:



1. Governments all over Europe promise to international community that they \_\_\_<sup>1</sup> the joint problems of immigration and urban growth.

**a) will have tackled; b) will be tackling; c) will have been tackling**

2. Jack \_\_\_<sup>2</sup> (work) as a policeman for fifteen years next month.

**a) will work; b) will have been working; c) will have worked**

3. Not many years from now people in most parts of the world \_\_\_<sup>3</sup> electricity from atomic power plants.

**a) will consume; b) will have been consuming; c) will have consumed**

4. In just a hundred years' time people \_\_\_<sup>4</sup> to Mars for their holidays.

**a) will travel; b) will have travelled; c) will have been travelling**

5. By the end of this year he \_\_\_<sup>5</sup> (save) a lot of money – almost enough to buy a brand new Toyota car!

**a) will have saved; b) will save; c) will have been saving**

6. We \_\_\_<sup>6</sup> (work) on the site for two years before it opens to traffic and public access.

**a) will work; b) will have worked; c) will have been working**

7. Many accidents \_\_\_<sup>7</sup> by careless driving in Russia.

**a) will have been caused; b) will have been causing; c) will be caused**

8. Before they even begin deliberations, many jury members \_\_\_<sup>8</sup> (reach) a verdict.

**a) will have been reaching; b) will have reached; c) will be reaching**

9. Workers are installing extra loudspeakers because the music in tonight's concert \_\_\_<sup>9</sup> amplification.

**a) will have been needing; b) will have needed; c) will need**

10. They \_\_\_<sup>10</sup> the road for months in their lazy and poorly organized manner.

**a) will repair; b) will have been repairing; c) will have repaired**

11. By the time Tom notices the doorbell, it \_\_\_ already \_\_\_<sup>11</sup> three times.

**a) will have rung; b) will have been ringing; c) will ring**

12. As usual, my brother \_\_\_<sup>12</sup> to loud music on his stereo for hours to disturb and irritate the whole neighborhood.

**a) will have listened; b) will listen; c) will have been listening**



**Exercise H:** Fill in all the gaps with the correct future forms of the verbs in brackets. Decide whether you need to use an active/passive:

*Choose between Future Perfect, Future Continuous and Future Perfect Continuous.*

**What will life be like in 2100? How will it have changed?**

By 2100, the population of the world \_\_\_<sup>1</sup> (increase) up to around 30 billion people. Many forests \_\_\_<sup>2</sup> (cut down). Unknown viruses \_\_\_<sup>3</sup> (appear). Life \_\_\_<sup>4</sup> (become) more automated by then. Computers \_\_\_<sup>5</sup> (take over) many of the jobs that people do today. The earth's supplies of oil, coal and natural gas \_\_\_<sup>6</sup> (probably/run out). People \_\_\_<sup>7</sup> (learn) to communicate telepathically. Scientists \_\_\_<sup>8</sup> (find) new sources of energy. We \_\_\_<sup>9</sup> (not/use) vacuum-cleaners and dishwashers for about twenty years because new household appliances \_\_\_<sup>10</sup> (invent) by then. A great number of wildlife species \_\_\_<sup>11</sup> (die out). Climate \_\_\_<sup>12</sup> (change) drastically. Advances in medicine \_\_\_<sup>13</sup> (enable) people to live up to 150 years of age. Universal values \_\_\_<sup>14</sup> (not/change). A few people \_\_\_<sup>15</sup> (settle) on Mars. Mankind \_\_\_<sup>16</sup> (start) polluting space. It \_\_\_<sup>17</sup> (become) trendy to own a spacecraft. A third of the world population \_\_\_<sup>18</sup> (suffer from) an addiction or a hereditary disease of some kind in 2100. The death penalty \_\_\_<sup>19</sup> (reintroduce) in many countries. The sea level \_\_\_<sup>20</sup> (rise) and as a result of that a large percentage of coastal areas \_\_\_<sup>21</sup> (flood).

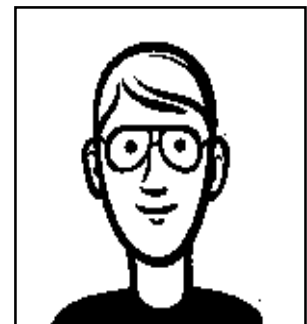


**Exercise I:** Examine the text given below. Identify and underline all verbs, state the tense form and indicate it next to each of the verbs.

Follow the instructions given after the text to fulfill all of the tasks:

*a) Read and examine the text, identify and indicate all verb tense forms:*

John was a useless bank worker. He was always lazy and forever dreaming. His co-workers regularly complained bitterly about how much work they had to do to make up for him; little did they know that actually he had had his ongoing plans. One day he was resting on his desk; his boss saw that and told him to get to work. John said, "I'll have it all done by 2pm, I promise." "You will", screamed his boss, "or you will have been collecting your last pay check by this time tomorrow!" John wasn't bothered, under his breath he said, "I won't worry! I'll have been relaxing on a Malibu



beach by this time next week! And I won't ever have been worrying about my pay checks for the rest of my life. I'll have got enough money to last my



whole life by the end of today!" His colleagues heard this. "What does he mean that he will have made enough money by then?" "Ha, ha", John laughed, "I have a plan. By the end of the day, I'll have broken into the major bank safe. I'll have taken all of the money left there and I'll have spent my last few miserable hours in this bank." When one of the girls asked him what he was saying he repeated more clearly, "At 10 am this time next week, I'll be flying to Mexico with my girlfriend. I won't certainly be thinking about this bank any more." Little did John know that his colleagues had taped everything! "We don't think, he'll have been laughing that merrily by this time for the next several years from now!" they rumored.

*b) Answer these questions:*



1. How will John's colleagues have described him if they are asked to do so?
2. Which will have been mentioned as John's strong and weak sides?
3. Will anyone in the office have ever imagined what John really has in his mind?
4. What will have happened to John because he is always lazy and ineffective with his job?
5. Why will he has been facing his boss's negative attitude?
6. Why will John never have worried about his future?
7. How will he have fancied his nearest future?
8. What does he mean that he will have made enough money by some time soon?
9. What will he have been boasting about before his colleagues?
10. What will he have been planning to do so as to achieve his targets?
10. What will he have been doing by the end of one special day?
11. What will he have taken out of the safe before he leaves his bank?
12. Will John have ever become wealthy if he commits embezzlement?

*c) Which tenses go with these durations? Please find examples in the text:*

by 2pm	at 10 am	by this time tomorrow
for the next several years	by then	by the end of the today
regularly	ever	by this time next week
from now	always	this time next week



**Exercise J:** Put the verbs in brackets into the Future Perfect Continuous-in the-Past to complete the following sentences:



The past future perfect continuous is formed as following:

**PFPC = would (should) + have been + present participle**

It is rarely used; it is mainly used for the reported speech purposes.

The past future perfect continuous emphasizes on the course/ duration of the action; it is similar to the future perfect continuous but seen from the past.

1. He said that by tomorrow morning they \_\_\_<sup>1</sup> (stay) at this hotel for two weeks.
2. He said he \_\_\_<sup>2</sup> (jog) until he got tired.
3. The English teacher said that by 2 pm the exam \_\_\_<sup>3</sup> (last) for three hours then.
4. I thought that I \_\_\_<sup>4</sup> (learn) English for 6 month by the end of the year.
5. He knew that his wife \_\_\_<sup>5</sup> (not take) the phone for two hours when he came home.
6. He said that by next April he \_\_\_<sup>6</sup> (live) in Washington, D.C. for 5 years.
7. Mr. Redford said that by the first of June he \_\_\_<sup>7</sup> (work) at that retail company for twenty years.
8. I \_\_\_<sup>8</sup> (wait for) him for two hours when he finally appeared with his innocent face yesterday.
9. She \_\_\_<sup>9</sup> (arrange) the documents for three hours when her boss suddenly asked her to type a business letter.
10. At this time yesterday, they \_\_\_<sup>10</sup> (pass) their final test for more than two hours.
11. I wondered how long they \_\_\_<sup>11</sup> (pack) by the time I returned.
12. Patricia said that she \_\_\_<sup>12</sup> (live) in Long Beach for five years by the year 2015.
13. The Home Office spokesman said that the DNA experts \_\_\_<sup>13</sup> (examine) the blood samples from the scene of the terror act for some time then.
14. Lee said that by the time he picked us up he \_\_\_<sup>14</sup> (drive) for two hours.
15. Vanessa said that by the next month she \_\_\_<sup>15</sup> (participate) in the Greenpeace protests and marches for two years at least.
16. Sam said that he \_\_\_<sup>16</sup> (study) English for five years by the next spring.
17. The Ministry of Housing never premised they \_\_\_<sup>17</sup> (re-house) the London slum-dwellers even by the 2025.





**Exercise K:** Test your understanding of the Future Tenses. Put tick beneath False (F) or True (T) to confirm your choice:

<b>Nº</b>	<b>Statement</b>	<b>T</b>	<b>F</b>
1	If you want to inquire about a person's actions in the future, avoid the Simple Future, as it will make it sound like a request (e.g. Will you visit him tomorrow?)	.....	.....
2	If you want to make it clear that the subject won't be doing something in the future, not because he does not want to, but due to circumstances, use the Simple Future.	.....	.....
3	It is not safe to use WILL for the three persons, except in questions asking for instructions or advice.	.....	.....
4	We use the Future Perfect Continuous tense to talk about a long action before some point in the future.	.....	.....
5	The future simple often has the phrase <i>by the time</i> which means <i>before that time</i> .	.....	.....
6	We use SHALL mostly in questions asking for instructions or advice.	.....	.....
7	Some verbs can be used in both the future perfect and the future perfect progressive, and have the same meaning.	.....	.....
8	Using the Future Perfect Continuous before another action in the future is a good way to show cause and effect.	.....	.....
9	Like all future forms, the Future Perfect Continuous can be used in clauses beginning with time expressions such as: <i>when, while, before, after, by the time, as soon as, if, unless, etc.</i>	.....	.....
10	Both Non-Continuous and Mixed Verbs can be used with the future continuous tense.	.....	.....
11	The Future Continuous indicates that a longer action in the future will be interrupted by a shorter action in the future.	.....	.....
12	We often use a series of Parallel Actions to describe atmosphere at a specific point in the future.	.....	.....
13	The Future Perfect Continuous emphasizes interrupted actions, whereas Future Continuous emphasizes duration of time before something in the future.	.....	.....
14	The Future perfect progressive is used for actions that will be unfinished, but have reached a certain stage.	.....	.....
15	The Future Perfect expresses the idea that something will occur before another action or a specific time in the future.	.....	.....
16	The Future Continuous is used for actions that will be	.....	.....

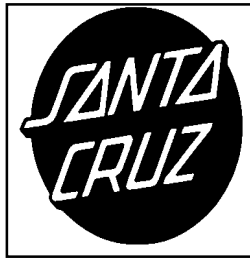


	finished/ completed at a certain time in the future.		
17	When making assumptions about actions that are finished now, we use the Future Perfect tense.	.....	.....
18	Some books use the term Future Perfect Progressive, and others use – Future Perfect Regressive.	.....	.....
19	The Future Continuous tense is used to express continuous, ongoing actions which will take place in the future.	.....	.....
20	If you want to use a future activity as an excuse, use <i>to be going to</i> , to make it a personal preference at the moment.	.....	.....
21	"Will" is usually used in promises, while "Be going to" expresses that something is a plan.	.....	.....
22	We use "will not" to agree to voluntarily do something.	.....	.....
23	"Be going to" expresses that something is a plan. It does not matter whether the plan is realistic or not.	.....	.....
24	In the Simple Future, it is not always clear which USE the speaker has in mind. Often, there is more than one way to interpret a sentence's meaning.	.....	.....
25	Adverbs of time: <i>at three tomorrow; this time next year; two days from now; when</i> are used with Simple Future.	.....	.....
26	Past Future Tenses mean actions/ states ahead from then, often coming in reported speech clauses.	.....	.....
27	"Will" often suggests that a speaker will do something voluntarily.	.....	.....
28	The Future Perfect Continuous is often used in speech.	.....	.....
29	Adverbs of time: <i>by the time; by 2015; by tomorrow; before; when (in the meaning "by the time"); + for two days; for a long time</i> are used with the Future Continuous.	.....	.....
30	Both "will" and "be going to" can express the idea of a general prediction about the future.	.....	.....
31	The Present Continuous is used instead of the Simple Future when we show that the future action is preplanned.	.....	.....
32	Adverbs of time: <i>by the time; by 2015; by tomorrow; before; when (by the time)</i> are used with the Future Simple.	.....	.....
33	The Simple Present is never used instead of the Simple Future for the actions according to schedule / timetable.	.....	.....
34	Adverbs of time: <i>tomorrow; in a few days; next week; in 2015; soon</i> are used with the Future Perfect.	.....	.....
35	The phrase "be going to" is widely used in speech and writing to show a preplanned future action.	.....	.....



**Exercise L:** Fill in the gaps with the appropriate duration word from the box of words below. Mind the tense usage:

by the end of the day	when	for a long period of time	before
by November 2011	by the time	by the year 2012	soon
by every other morning	ever	tomorrow	by 4pm
by the next December	so far	by the nearest future	before



If you are going to commit a crime in Santa Cruz, California \_\_\_<sup>1</sup>, try to be unpredictable. The New York Times reports that \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>2</sup> the city's police department will have been using new data analysis software to determine which locales are most likely to see crime on a given day. Based on models for predicting aftershocks from earthquakes, the software generates projections about which areas will have been at highest risk \_\_\_<sup>3</sup> the crimes are committed. \_\_\_ \_\_\_ \_\_\_<sup>4</sup> the evident efficiency is achieved the experts will have been analyzing and detecting patterns of past crime data \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>5</sup>. The projections will have been recalibrated in advance, \_\_\_<sup>6</sup> new crimes occur; and updated data will have been fed into the program \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>7</sup>. \_\_\_<sup>8</sup> the Times reporter watches, the software will have helped police to watch a parking garage that, as it was predicted, would have seen car thefts \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>9</sup> at least. While there, the cops will have picked up two women "peering into cars". \_\_\_ \_\_\_<sup>10</sup> one woman will have been stopped and searched for drugs, while the other one will have faced the other outstanding warrants. Crime databases aren't new, but the older software programs "will \_\_\_<sup>11</sup> have been calibrated less frequently, since they rely more on humans to recognize patterns, and allocate resources based on past crimes rather than predicted future offenses", says the Times. If the system works, we will blame or credit the Big Retail \_\_\_<sup>12</sup>. "Predicting crime with computer programs is in some ways a natural outgrowth of the technology that companies like Wal-Mart will have been using routinely to predict the buying habits of customers \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>13</sup>". Santa Cruz is in the midst of a six-month study period, but \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>14</sup>, Santa Cruz will have been testing the prediction method for property crimes like car and home burglaries and car thefts. Efforts to systematically anticipate when and where crimes will occur are being tried out in several cities \_\_\_ \_\_\_<sup>15</sup>. The Chicago Police Department, for example, will have created a predictive analytics unit \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>16</sup>.



**Exercise M:** Put the given direct speech sentences used in the future tenses into the reported speech sentences:

1. "Predicting crime with computer programs is in some ways a natural outgrowth of the technology that companies like Wal-Mart will have been using routinely to predict the buying habits of their customers by the nearest future", said Scott Dickson, a crime analyst for the police department in Texas.

**Reported speech:** \_\_\_\_\_

2. "Law enforcement agencies", Mr. Dickson noted, "have great warehouses of data that will have been used to feed predictive programs".

**Reported speech:** \_\_\_\_\_

3. "In the end", Mr. Dickson said, "it will have been much cheaper to prevent a crime rather than to solve it, and that is where I think the solution will arise from".

**Reported speech:** \_\_\_\_\_

4. In Los Angeles, Captain Malinowski said, "The police department hopes that the program will have expanded by the next year to include some violent crimes, like gang shootings".

**Reported speech:** \_\_\_\_\_

5. "Santa Cruz will begin testing the prediction method for property crimes in full soon. So far", said Zach Friend, the police department's crime analyst, "the program will have helped officers to prevent several crimes".

**Reported speech:** \_\_\_\_\_

6. "We are going to face a situation where we have 30 percent more calls for service but 20 percent less staff than in the year 2006, and that is going to continue to be our reality," Mr. Friend said. "So we are going to deploy our resources in a more effective way, and we think this model will help".

**Reported speech:** \_\_\_\_\_

7. Captain Malinowski of the Los Angeles department's Foothill Patrol Division said yesterday, "I envision the time when the police will issue crime forecasts the same way the Weather Service issues storm alerts".

**Reported speech:** \_\_\_\_\_

8. "We will have been providing the researchers with all necessary data before they test their new crime-tracking system in our cities", he said.

**Reported speech:** \_\_\_\_\_





**Exercise N:** Here are some questions which you have to answer so as to revise tenses and to lit more light on your personality:



1. What will you have achieved, done or accomplished in your life by this time next year? \_\_\_\_\_
2. What will you have been doing for the next six months from now? \_\_\_\_\_
3. How long will you have been learning English before you communicate with the native-speakers fluently? \_\_\_\_\_
4. How long will you have been living in your home country by the year 2025? \_\_\_\_\_
5. Will you have graduated from the University by the time you are 25? \_\_\_\_\_
6. Will you have been understanding English grammar before you start to study the culture of English-speaking countries? \_\_\_\_\_
7. Will you have been improving speaking skills, and developing accurate pronunciation when you travel abroad? \_\_\_\_\_
8. Will you ever have been using the so-called body language correctly? \_\_\_\_\_
9. How long have you been building your English language vocabulary by the time you first use it in conversation? \_\_\_\_\_
10. Will the Internet have contributed to your general writing development? \_\_\_\_\_
11. Will you have understood any spoken language, even delivered at fast native speed, and via different media (face to face, telephone, public announcement, etc.)? \_\_\_\_\_
12. How long shall you have practiced English so as take part effortlessly in all conversations with native speakers? \_\_\_\_\_
13. Will you have ever expressed yourself in a consciously ironical, ambiguous or humorous way in a letter or e-mail? \_\_\_\_\_
14. Will you ever have been consistently maintaining grammatical control of complex language even when your attention is otherwise engaged? \_\_\_\_\_
15. Will you ever have been using idioms, similes and metaphors in your speech appropriately? \_\_\_\_\_
16. Will you have ever completed a questionnaire so as to give information about your educational background, job, interests and skills? \_\_\_\_\_



**Exercise O:** Here you see the most popular inventions. Read these texts; create your chain of questions and answer the questions then:



1. The telephone is an instrument that converts voice and sound signals into electrical impulses for transmission by wire to a different location, where another telephone receives the electrical impulses and turns them back into recognizable sounds. In 1875, *Alexander Graham Bell* built the first telephone that transmitted electrically the human voice.

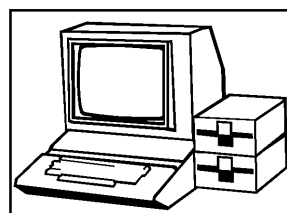
**Chain of questions:** Will we stop using telephone tomorrow? → Will we stop using telephone in the next few years? → By the year 2015, how many years will people have been using telephone for their various needs? → Why will people have been using telephone for so long? etc.

**Your Answer:** \_\_\_\_\_

2. There are many major milestones in the history of computers, starting with 1936, when *Konrad Zuse* built the first freely programmable computer.

**Chain of questions:** \_\_\_\_\_

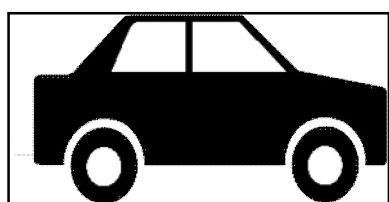
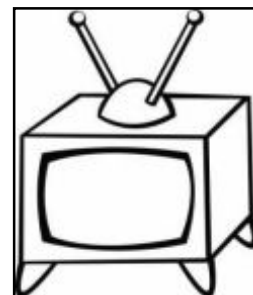
**Your Answer:** \_\_\_\_\_



3. In 1884, *Paul Nipkow* sent images over wires using a rotating metal disk technology with 18 lines of resolution. Television then evolved along two paths. American *Charles Jenkins* and Russian émigré *Vladimir Zworykin*, later advanced the electronic model.

**Chain of questions:** \_\_\_\_\_

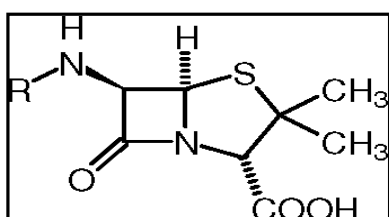
**Your Answer:** \_\_\_\_\_



4. In 1769, the very first self-propelled road vehicle was invented by French mechanic, *Nicolas Joseph Cugnot*. However, it was a steam-powered model. In 1885, *Karl Benz* designed and built the world's first practical automobile to be powered by an internal-combustion engine. In 1885, *Gottlieb Daimler* patented what is generally recognized as the prototype of the modern gas engine and later built the world's first four-wheeled motor vehicle.

**Chain of questions:** \_\_\_\_\_

**Your Answer:** \_\_\_\_\_



5. Penicillin was discovered by *Alexander Fleming* in 1928. *Andrew Moyer* patented the first method of industrial production of penicillin in 1948.

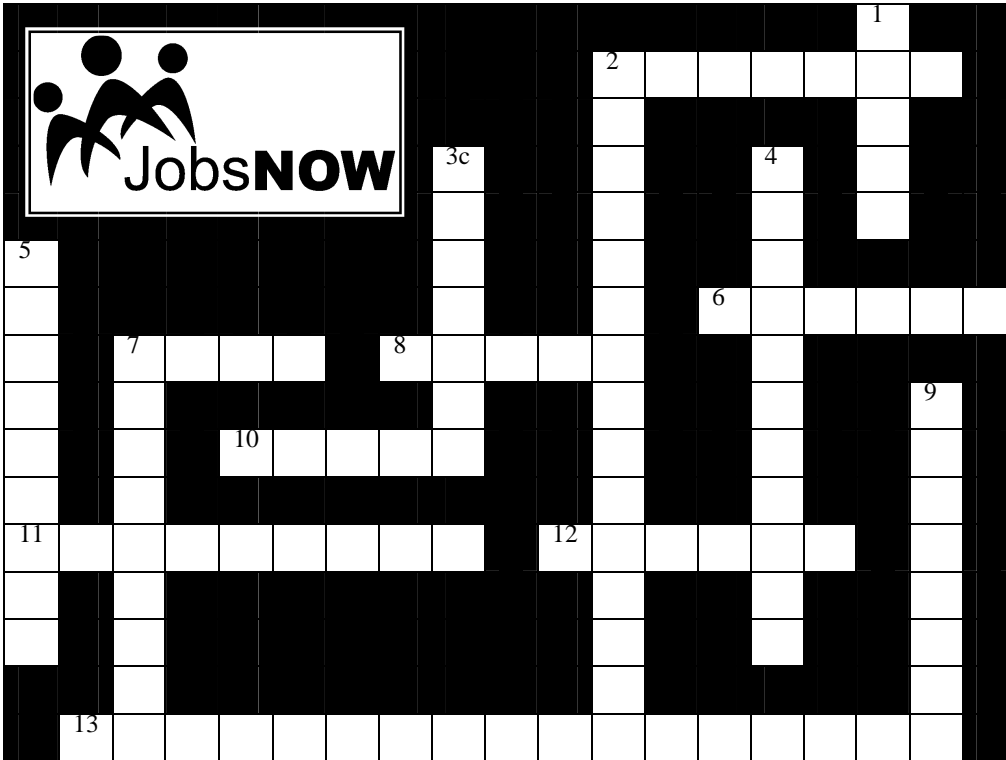
**Chain of questions:** \_\_\_\_\_

**Your Answer:** \_\_\_\_\_



**Exercise P:** Using the *Across* and *Down* clues please write the words in the numbered grid below; choose the words from the box:

astronaut	diver	farmer	model	estate agent
caretaker	driving instructor	lawyer	surgeon	engineer
cashier	speech therapist	lifeguard	pilot	chef



**Across:**

2. One will have been suffering a terrible knee pain before he/ she needs an operation. Mr. Brooks is a \_\_\_<sup>2</sup> and he will certainly help.
6. Ms. Leachy is a \_\_\_<sup>6</sup> and she will have been working for the recognized law firm for more than 10 years by the next month.
7. My neighbor Lucy is a \_\_\_<sup>7</sup> at one of the Japanese restaurants. I always wondered what she would have been cooking there!
8. Jack is a \_\_\_<sup>8</sup>. He will have been flying right in the heavens on his jet-plane by this time tomorrow.
10. My brother is a brave \_\_\_<sup>10</sup>. He will have been repairing oil rigs underwater since his young age.
11. Tommy is an \_\_\_<sup>11</sup>. His job is just unusual because he will have been spending most of his time somewhere amidst the stars and planets for long.
12. My grandfather is a \_\_\_<sup>12</sup>. He will have been feeding his cows and sheep by this time tomorrow morning.
13. Tim loves speed, but he will have always been pretty cautious on the road. He is a \_\_\_\_\_. So far everyone will have been passing their exams who he teaches.

**Down:**

1. Naomi is a \_\_\_\_<sup>1</sup>. People say, she is beautiful and slim. You will have probably seen her wearing expensive clothes on the covers of various fashion magazines.
2. Ms. Steve is a \_\_\_\_<sup>2</sup>. She will have been working with people who have problems with speaking for more than a decade by now.
3. Steve is a \_\_\_\_<sup>3</sup> in the supermarket. He loves counting money. He dreamt he would have been working somewhere in the City Bank.
4. Mark is an \_\_\_\_<sup>4</sup>. He will have been buying and selling houses and flats for many years now.
5. Ben loves the sea. He works as a \_\_\_\_<sup>5</sup> on a beach in Cornwall. He will have saved many lives when it comes to it.
7. Tom will have been looking after a big block of flats, because he is a \_\_\_\_<sup>7</sup>. When the residents have any problems they will have immediately called him so far.
9. Glenn is an \_\_\_\_<sup>9</sup> with a big telephone company. He will have been resolving any technical problems with cables when they occur.



**Have Fun! Lawyer Jokes!**

• Some national parks have long waiting lists for camping reservations. When you have to wait a year to sleep next to a tree, something is wrong.

• Kilometers are shorter than miles. Save gas, take your next trip in kilometers.

• What's the best way to charge a car battery? – With a credit card.

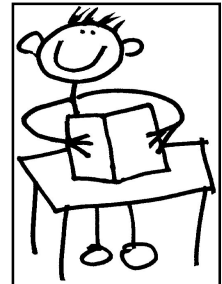
• What did the California wind farm say when it met Governor Arnold Schwarzenegger? - We're big fans of yours!

• *New Rules for Employment:* We will no longer accept a doctor statement as proof of sickness. If you are able to go to the doctor, you are able to come to work!

*Surgery:* Operations are now banned. As long as you are an employee here, you need all your organs. You should not consider removing anything. We hired you intact. To have something removed constitutes a breach of employment.

*Your own death:* This will be accepted as an excuse. However, we require at least two weeks notice as it is your duty to train your own replacement.

*Restroom use:* Entirely too much time is being spent in the restroom. In the future, we will follow the practice of going in alphabetical order.

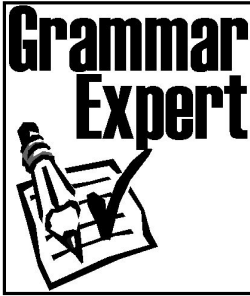




## It is interesting to know

From Katie Leach, The University of Sydney, Australia

### Plain can be beautiful



What a delicious term *Plain English* is. So apt – it is what it seeks to describe: simple, to the point, catchy, memorable. In essence, what we should often aim for in our writing. There are certainly occasions when *Plain English* is not appropriate, such as particular forms of academic research, a pediatrician's report, a piece of legalese from a government department. And poetry. To force poets to subscribe to the *Plain English drive* would be cruel. In every other realm, I would argue, plain English is a laudable goal. More than a goal, it's a mode of thinking.

**A little background.** The *Plain English* concept began life in the paws of George Orwell, fresh from communist scaremongering in *Animal Farm*. His essay, *Politics and the English Language* was published in the April 1946 issue of the British literary journal *Horizon*, and has been widely quoted ever since. I challenge you to find any publishing house, newspaper or magazine that doesn't have his *Remedy of Six Rules* pasted up on a wall somewhere. **Are you curious about the Six Rules? Here they are:**

1. Never use a metaphor, simile, or other figure of speech which you are used to seeing in print.
2. Never use a long word where a short one will do.
3. If it is possible to cut a word out, always cut it out.
4. Never use the passive where you can use the active.
5. Never use a foreign phrase, a scientific word, or a jargon word if you can think of an everyday English equivalent.
6. Break any of these rules sooner than say anything outright barbarous.

Post Orwell, the *Plain English movement* fermented in various government departments and eventually universities. In the United States, where they like to mandate things, the *Paperwork Reduction Act* (1976) and *Plain Writing Act* (2010) helped liberate a legion of government clerks from pompous writing. **Here are some techniques to make your English plain:**

1. Trim – get rid of unnecessary words such as *that* and *in order*.
2. Slice – avoid complex compound sentences. When you find them, slice them up. Shorter sentences won't really get in the way of the facts!
3. Swap – seek jarring words out and swap them out!
4. Be active not passive and a similar issue is tense. If you can simplify the tense, do so. English boasts 12 tenses, and some of them are truly frightful. Examples are Future Perfect Continuous Tense and Present Perfect Tense. Don't be scared to fiddle around with tenses. You often find they suddenly click into a new configuration that works much better.





### Collocations, Idioms and Phrasal Verbs in context

**Collocations** – a collocation (also collocate) is a word or phrase which is frequently used with another word or phrase, in a way that sounds correct to speakers of the language. In *corpus linguistics*, collocation defines a sequence of words or terms that co-occur more often than would be expected by chance. In *phraseology*, collocation is a sub-type of phraseme. E.g.: heavy rain; strong tea;

**Idioms** – an expression whose meaning is different from the meaning of the individual words, i.e. it has a figurative meaning that is comprehended in regard to a common use of that expression that is separate from the literal meaning or definition of the words of which it is made. There are estimated to be at least 25,000 idiomatic expressions in the English language: E.g.:, *to have your feet on the ground* (=to be sensible).

An idiom is generally a colloquial metaphor – a term requiring some foundational knowledge, information, or experience, to use only within a culture, where conversational parties must possess common cultural references. Therefore, idioms are not considered part of the language, but part of the culture. As culture typically is localized, idioms often are useless beyond their local context; nevertheless, some idioms can be more universal than others, can be easily translated, and the metaphoric meaning can be deduced.

**Phrasal verbs** – a combination of words that is used like a verb and consists of a verb and an adverb or preposition. E.g.: *give in; come up with*  
Phrasal verbs consist of: **a verb + a particle:** E.g.: get down, or **a verb + two particles:** E.g.: get down to.

Sometimes the phrasal verb is intransitive, which means it does not need an object after it: E.g.: drift off → She closed her eyes and drifted off.

Sometimes the phrasal verb is transitive, which means it needs an object to make sense. In some cases the object can be placed between the two parts of the phrasal verb or after the phrasal verb. E.g.: drink smth. up/ drink up smth. → Drink up your coffee. We've got to go. or Drink your coffee up. We've got to go.

In other cases the object can only come after the phrasal verb. E.g.: border on smth. → Swaziland borders on South Africa and Mozambique.

Any long English text, spoken or written, will contain many examples of the three.



## The 50 Most Common Phrasal Verbs

<b>№</b>	<b>Phrasal Verb</b>	<b>Definition</b>
1	Break down	to fall apart; to have a physical or mental collapse; to itemize; to decompose
2	Bring about	to make something happen
3	Bring back	to return; to return to consciousness
4	Bring in	to yield as profit or income; to present (for consideration) formally; to submit (Also literal)
5	Bring up	to mention a person or thing; to raise a child; to vomit; to (cause to) stop quickly
6	Carry on	to continue with something; to make a great fuss over smb. or smth; to cry and become out of control about smb. or smth.
7	Come down	to drop; to descend to someone through inheritance; to attack/ scold vigorously (Also literal)
8	Carry out	to perform a task; to perform an assignment (Also literal)
9	Come back	to (have) return(ed) to one's origin/previous location; to retort; a return success
10	Come in	to receive or acquire something (Also literal)
11	Come on	to hurry up; to follow; to flirt aggressively
12	Come out	to become; to turn out; to be presented/ released to the public (Also literal)
13	Come up	to happen unexpectedly (Also literal)
14	Find out	to discover; to learn of; to discover facts about someone or something; to learn a fact
15	Get back	to return; to repay one for a bad deed; to continue communicating with someone at a later time
16	Get on	to make progress; to agree or be friendly; to advance in age (Also literal)
17	Get out	to get free/ away; to produce or complete
18	Get up	to arise; to ascend; to dress (as in costume)
19	Give up	to quit; to surrender; to abandon hope
20	Go back	to return to one's origin/previous location; to break a promise

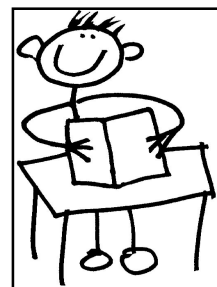
21	Go down	to be accepted; to happen (Also literal)
22	Go in	to take part in something; to make an approach, as before an attack (Also literal)
23	Go off	to explode; to leave; to happen (as planned)
24	Go on	to continue; to stop saying those things; not so; I don't believe you (Also literal)
25	Go out	to try out for something (usually sports); to go out of fashion; to go out with someone for entertainment; to date someone (Also literal)
26	Go up	to increase; happening; to be in the process of construction (Also literal)
27	Hold up	to rob someone; to offer; to expose; to support; to hinder; to wait (Also literal)
28	Look back	to review past events; to return in thought (Also literal)
29	Look down	to regard with disdain or scorn; have contempt for (Also literal)
30	Look out	to be vigilant or on guard; to afford a view (Also literal)
31	Look up	to search for information; to become more prosperous (Also literal)
32	Make up	to put makeup on oneself; to repay or redo something; to create a story or a lie from no facts at all; to compensate for
33	Pick up	to clean; to learn/obtain; to get busy; to go faster
34	Point out	to select or indicate someone or something (from a group)
35	Put down	to write down, record; to attribute; to mercifully kill an animal
36	Put out	irritated, bothered; to extinguish; to publish; to exert/ apply
37	Put up	to provide lodging for someone; to display or show; to offer something; to build/ erect something
38	Set off	to cause to be ignited/ exploded; to anger someone; to begin
39	Set out	to begin a journey or course; to define/ describe; to design/ plan; to undertake/ attempt
40	Set up	to establish someone as something; to help establish;

		to provide something for someone to start up something
41	Sit down	to encamp/ besiege (Also literal)
42	Take back	to withdraw or cancel one's statements; to regain ownership; to cause to remember (Also literal)
43	Take off	to leave the ground and begin to fly; to become popular and successful; to begin to chase something; to take a break from something; to withdraw or remove from; to deduct
44	Take on	to undertake/ assume; to employ; to acquire; to show great emotion
45	Take out	to take someone on a date; something made to be taken away (as in food)/a restaurant that performs this service (Also literal)
46	Take over	to take charge; to assume control
47	Take up	to accept someone's offer; to begin to deal with an issue; to shorten a skirt, dress or pants
48	Turn out	to end satisfactorily; to send someone out of somewhere; to manufacture/produce something; to be present/attend; to turn off/ extinguish
49	Turn up	to appear; to search for and find something; to intensify/ increase; to happen/ occur
50	Work out	to settle/ solve a problem; to turn out/ happen (Also literal)



### Have Fun! Lawyer Jokes!

A very rich lawyer is approached by the United Way. The man from the United Way is concerned that the lawyer made over a million dollars last year but didn't donate even a cent to a charity. "First of all", says the lawyer, "my mother is sick and dying in the hospital and it's not covered by healthcare.



Second, I had five kids through three divorced marriages. Third, my sister's husband suddenly died and she has no one to support her four children..." "I'm terribly sorry", says the United Way man, "I feel bad about asking for money." The Lawyer responds, "Yeah, well if I'm not giving them any money, why should I give you any?"



## The Most Common Collocations Lists

<b>Some common verbs</b>		
<p><b><u>have</u></b>            have a bath            have a drink            have a good time            have a haircut            have a holiday            have a problem            have a relationship            have a rest            have lunch            have sympathy</p>	<p><b><u>do</u></b>            do business            do nothing            do someone a favour            do the cooking            do the housework            do the shopping            do the washing up            do your best            do your hair            do your homework</p>	<p><b><u>make</u></b>            make a difference            make a mess            make a mistake            make a noise            make an effort            make furniture            make money            make progress            make room            make trouble</p>
<p><b><u>take</u></b>            take a break            take a chance            take a look            take a rest            take a seat            take a taxi            take an exam            take notes            take someone's place            take someone's temperature</p>	<p><b><u>break</u></b>            break a habit            break a leg            break a promise            break a record            break a window            break someone's heart            break the ice            break the law            break the news to someone            break the rules</p>	<p><b><u>catch</u></b>            catch a ball            catch a bus            catch a chill            catch a cold            catch a thief            catch fire            catch sight of            catch someone's attention            catch someone's eye            catch the flu</p>
<p><b><u>pay</u></b>            pay a fine            pay attention            pay by credit card            pay cash            pay interest            pay someone a compliment            pay someone a visit            pay the bill            pay the price            pay your respects</p>	<p><b><u>save</u></b>            save electricity            save energy            save money            save one's strength            save someone a seat            save someone's life            save something to a disk            save space            save time            save yourself the trouble</p>	<p><b><u>keep</u></b>            keep a diary            keep a promise            keep a secret            keep an appointment            keep calm            keep control            keep in touch            keep quiet            keep someone's place            keep the change</p>
<p><b><u>come</u></b>            come close</p>	<p><b><u>go</u></b>            go abroad</p>	<p><b><u>get</u></b>            get a job</p>

<p>come complete with  come direct  come early  come first  come into view  come last  come late  come on time  come prepared  come right back  come second  come to a  compromise  come to a decision  come to an agreement  come to an end  come to a standstill  come to terms with  come to a total of  come under attack</p>	<p>go astray  go bad  go bald  go bankrupt  go blind  go crazy  go dark  go deaf  go fishing  go mad  go missing  go on foot  go online  go out of business  go overseas  go quiet  go sailing  go to war  go yellow</p>	<p>get a shock  get angry  get divorced  get drunk  get frightened  get home  get lost  get married  get nowhere  get permission  get pregnant  get ready  get started  get the impression  get the message  get the sack  get upset  get wet  get worried</p>
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**Miscellaneous**

<b><u>Time</u></b>	<b><u>Business English</u></b>	<b><u>Classifiers</u></b>
<p>bang on time  dead on time  early 12th century  free time  from dawn till dusk  great deal of time  late 20th century  make time for  next few days  past few weeks  right on time  run out of time  save time  spare time  spend some time  take your time  tell someone the time  time goes by  time passes  waste time</p>	<p>annual turnover  bear in mind  break off negotiations  cease trading  chair a meeting  close a deal  close a meeting  come to the point  dismiss an offer  draw a conclusion  draw your attention to  launch a new product  lay off staff  go bankrupt  go into partnership  make a loss  make a profit  market forces  sales figures  take on staff</p>	<p>a ball of string  a bar of chocolate  a bottle of water  a bunch of carrots  a cube of sugar  a pack of cards  a pad of paper</p>



## Your Training Exercises



**Exercise A:** What is the missing word? Choose the correct word from the box of words below:

condition	conditions	confidence	confession
condemnation	conclusion	conference	conduct

1. I'm pleased to say that events have reached a happy \_\_\_<sup>1</sup> and that we have won the contract.

2. Their actions were met with universal \_\_\_<sup>2</sup>. Nobody agreed with what they had done.

3. Simon is very ill. His \_\_\_<sup>3</sup> has deteriorated overnight and is now critical.

4. The unions are complaining about some of the terms and \_\_\_<sup>4</sup> of our proposed new contract.

5. If you continue to fail what I ask you to do, I will be drawn to the \_\_\_<sup>5</sup> that you no longer wish to work here!

6. This warehouse is in dreadful \_\_\_<sup>6</sup>. We need to improve it urgently.

7. When John and Harry started fighting, it brought the meeting to an abrupt \_\_\_<sup>7</sup>.

8. I don't approve of your appalling \_\_\_<sup>8</sup>. That was no way to behave.

9. I cannot escape the \_\_\_<sup>9</sup> that you have lost interest in your job.

10. The factory is on the edge of the desert and they work in very hot and difficult \_\_\_<sup>10</sup>.

11. I'd like you to wind up the \_\_\_<sup>11</sup>. You are such a good speaker.

12. The committee came to the astonishing \_\_\_<sup>12</sup> that the project should be scrapped.

13. We need to find a way to boost his \_\_\_<sup>13</sup>. He's so unsure of himself.

14. As the audience began to talk among themselves my \_\_\_<sup>14</sup> ebbed away and my presentation got from bad to worse.

15. The negotiations are going well and I anticipate a speedy \_\_\_<sup>15</sup>.

16. We need to stipulate the \_\_\_<sup>16</sup> we want to be included in the contract.

17. I don't understand the motives behind his \_\_\_<sup>17</sup>. Why would he act so stupidly?

18. I'm afraid the result was a foregone \_\_\_<sup>18</sup>.

19. He keeps his car in first-class \_\_\_<sup>19</sup>. He spends loads of money on it.

20. He denied it at first but eventually we were able to beat a \_\_\_<sup>20</sup> out of him. Not literally, of course!





**Exercise B:** Match the following legal phrasal verbs on the left with the correct definition (meaning) on your right:

<b>Legal Phrasal Verb</b>	<b>Definition/ Meaning</b>
1) to draw up	a) to become party to (a contract); to be considered as a necessary part of smth.
2) to carry out	b) to present for consideration; propose
3) to write off	c) to establish/ create/ arrange/ prepare smth.
4) to write out	d) to give reasons for; provide an explanation/ justification for
5) to write up	e) to mention someone/ smth.
6) to be engaged in	f) to prepare a draft of a legal document
7) to set forth	g) to begin an earnest attempt; undertake
8) to set off	h) to find/ arrest after a period of pursuit
9) to set out	i) to detect (another) in wrongdoing/ error
10) to abide by	j) to conduct oneself (towards others), esp. with regard to fairness
11) to account for	k) to put into practice/ effect
12) to crack down	l) to specify; define/ determine clearly
13) to crack up (informal)	m) to be involved in smth./ be busy doing smth.
14) to catch out	n) to terminate (employment temporarily)
15) to catch up on	o) to consider as a loss/ failure
16) to catch up with	p) to make a detailed plan for
17) to deal with	q) to make suddenly/ demonstrably angry
18) to enter into	r) to write in full/ expanded form
19) to enter on/ upon	s) to bring an activity to completion
20) to lay down	t) to conform to; comply with
21) to lay off	u) to damage/ wreck (a vehicle; vessel) in an accident
22) to lay out	v) to report (someone) in writing, as for breaking the law
23) to refer to	w) to restrict someone to a certain amount/ number of smth.
24) to set up	x) to have a temporary plan to do smth. with someone
25) to pencil (smb./smth.) in	y) to begin considering; take up
26) to limit to	z) to act more forcefully to regulate/ repress/ restrain





**Exercise C:** Fill in the gaps with the appropriate phrasal verb from the box of words below to complete the given sentences:

abide by	catch up with	crack down	pencil in	draw up
lay down	pertaining to	deal with	entered on	catch up on
limits to	account for	report to	set up	refer to

1. After discussing the budget deficit, they \_\_\_\_ \_\_\_\_<sup>1</sup> the problem of raising taxes.

2. Can you \_\_\_\_ \_\_\_\_<sup>2</sup> your whereabouts on the night of the crime?

3. Even though you don't agree with the judge's decision, you need to \_\_\_\_ \_\_\_\_<sup>3</sup> the ruling.

4. The police have increased the number of officers working in the downtown area. They really want to \_\_\_\_ \_\_\_\_<sup>4</sup> on crime.

5. We have followed the activities of the thieves. We hope to \_\_\_\_ \_\_\_\_<sup>5a</sup> the criminals before they commit another crime. Before we can catch them, the police station needs to \_\_\_\_ \_\_\_\_<sup>5b</sup> its paper work.

6. The suspect won't speak to sheriff. He will only \_\_\_\_ \_\_\_\_<sup>6</sup> you. He trusts you more.

7. When starting a new job, you need to \_\_\_\_ \_\_\_\_<sup>7</sup> a contract with your new employer before being officially hired.

8. Be careful who you \_\_\_\_ \_\_\_\_<sup>8</sup> an agreement with. You'd better make sure that the person could be trusted.

9. Many people smoke in bars even though it is prohibited. Next week, the police are going to \_\_\_\_ \_\_\_\_<sup>9</sup> the law. They're giving tickets to all smokers with no warnings.

10. The contract \_\_\_\_ you \_\_\_\_<sup>10</sup> a specific use of the computer software. You can only use it in the office, not at home.

11. I'm not sure how long my morning meeting is going to last. I will \_\_\_\_ you \_\_\_\_<sup>11</sup> for 10 o'clock, but that may have to change.

12. Do not employ any unrelated information. Talk only about those facts \_\_\_\_ \_\_\_\_<sup>12</sup> the case.

13. If you think the company is neglecting your rights, \_\_\_\_ \_\_\_\_<sup>13</sup> the contract to see what they had promised to do.

14. If you want to speak with a lawyer, you need to call his office and \_\_\_\_ \_\_\_\_<sup>14</sup> an appointment.

15. The clerk has to \_\_\_\_ \_\_\_\_<sup>15</sup> his superiors to tell them about what he has done and what he wants to change.





**Exercise D:** Match the idioms related to *the Law Category* on your left with their definitions (meaning) on your right:

<b>Legal Idioms</b>	<b>Definition/ Meaning</b>
1) Ambulance chaser	a) retributive justice, where the punishment equals the crime
2) Barrack-room lawyer	b) very severe justice (UK)
3) Before the ink is dry	c) when there is no general agreement or consensus on the issue
4) Case by case	d) if people interpret laws/ regulations strictly, ignoring the ideas behind them, they follow it
5) Eye for an eye	e) when you give a clear warning that if people don't stop doing smth., they will be in trouble
6) Judge, jury and executioner	f) a person who gives opinions on things they are not qualified to speak about (UK)
7) Jersey justice	g) a debatable point (UK); a matter of no value, nothing to debate about (US)
8) Jury's out	h) when each situation or issue is handled separately on its own merits and demerits
9) Justice is blind	i) it denotes, if smth. can go wrong then it will
10) Law unto yourself	j) a lawyer who encourages people who have been in accidents/ become ill to sue for compensation
11) Lay down the law	k) it means that smth. has been done correctly, following all the necessary procedures
12) Letter of the law	l) if people make an agreement or contract and then the situation changes very quickly
13) Moot point	m) when smb. does what he/ she believes is right regardless of what is generally accepted as correct
14) Read someone the riot act	n) when someone highly authoritarian tells people what to do
15) Signed, sealed and delivered	o) it means that someone is in charge of every decision made
16) Sod's law	p) it means that the law is interpreted in an absolutely literal way which goes against the ideas that the lawmakers had wished to implement
17) Spirit of the law	q) it means that justice is impartial and objective
18) Word of the law	r) the idea that the people who made the law wanted to have effect



**Exercise E:** Add the missing particle of the verb and denote the meaning of the phrasal verb given in brackets just next to the gap:

**I. Common Collocations, Idioms and Phrasal verbs: GET (verb)**

behind	across	ahead	along	around	at	over	up	on
away	back	by	down	off	out	through	to	into

1. I suppose I could get \_\_\_<sup>1</sup> (continue) with my arguments since we haven't come to any reasonable solution yet.

2. George hired many lawyers to help him find ways to get \_\_\_<sup>2</sup> (avoid to fulfill) various laws.

3. The accused claimed that the witness had been got \_\_\_<sup>3</sup> (influence illegally).

4. If I thought I could get \_\_\_<sup>4</sup> (avoid punishment) with it, I wouldn't pay any tax at all.

5. I wonder how Michael is getting \_\_\_<sup>5</sup> (deal with) with his new colleagues.

6. We can get \_\_\_<sup>6</sup> (succeed in managing; survive) with four computers at the moment, but we'll need a couple more when the new staff arrives.

7. She got \_\_\_<sup>7</sup> (fail to do/ pay at a particular time) with her mortgage and the house was repossessed.

8. How can I get \_\_\_<sup>8</sup> (be convincing/ understandable) to the students?

9. The juvenile offender got \_\_\_<sup>9</sup> (be involved into) trouble by stealing cars.

10. The attorney got her client \_\_\_<sup>10</sup> (obtain a release/ lesser penalty for) with a slap on the wrist.

11. The chaos in his house was starting to get him \_\_\_<sup>11</sup> (discourage/depress).

12. It took her months to get \_\_\_<sup>12</sup> (feel better after smth. or someone has made you unhappy) Rupert when he finished the relationship.

13. We need to conserve our supplies so we can get \_\_\_<sup>13</sup> (deal with a difficult/ unpleasant experience) the winter.

14. The heat was beginning to get \_\_\_<sup>14</sup> (affect) me, so I went indoors.

15. Don't lend him money, you'll never get it \_\_\_<sup>15</sup> (be given again).

16. It's tough for a woman to get \_\_\_<sup>16</sup> (be successful) in politics.

17. A team of commandoes got \_\_\_<sup>17</sup> (help to escape/ leave) the hostages from the rebel base.

18. She's been getting \_\_\_<sup>18</sup> (act as organizer) to all sorts of mischief lately.



## II. Common Collocations, Idioms and Phrasal verbs: *LOOK* (verb)

after	over	to	out for	upon	for	up to	forward to	at
out	through	up	ahead	on	into 2 times	in on	down on	back



1. The police have warned shopkeepers to look \_\_\_ \_\_\_<sup>1</sup> (watch what's happening and be careful) forged notes.
2. Would you quickly look \_\_\_<sup>2</sup> (examine quickly) these figures for me and see if there are any obvious mistakes?
3. The financial situation in this country is looking \_\_\_<sup>3</sup> (become better) at last.
4. The police looked \_\_\_<sup>4</sup> (investigate) the disturbance.
5. He'd always looked \_\_\_ \_\_\_<sup>5</sup> (admire and respect) his wife.
6. I've lived there so long I look \_\_\_<sup>6</sup> (consider/think) the town as my home.
7. I look \_\_\_ \_\_\_<sup>7</sup> (visit) my grandparents each weekend.
8. If you look \_\_\_<sup>8</sup> (take care) your clothes they last a lot longer.
9. We are trying to look \_\_\_<sup>9</sup> (think about the future) and see what our options are.
10. The employer cut their wages since he had ever looked \_\_\_<sup>10</sup> (regard in a certain way) them as incompetents.
11. Look \_\_\_<sup>11</sup> (warn about danger)! There's a car coming!
12. They looked \_\_\_<sup>12</sup> (hope that someone will provide smth. for you) the government for additional support.
13. She thinks they look \_\_\_<sup>13</sup> (think that someone is less important than you) her because she didn't go to university.
14. We're looking \_\_\_<sup>14</sup> (examine the facts about a problem/ situation) the possibility of merging the two departments.
15. Look \_\_\_<sup>15</sup> (search for) a change of weather in September in the Internet.



16. In the circumstances, I look \_\_\_ \_\_\_<sup>16</sup> (expect smth. to happen) receiving your client's cheques for the sum of £570 within the next seven days.
17. When I look \_\_\_<sup>17</sup> (think about something that happened in the past) I can see where we went wrong.
18. I've looked \_\_\_<sup>18</sup> (read/ watch smth. quickly) some catalogues, but didn't find the latest fashions.
19. Management is looking \_\_\_<sup>19</sup> (think about a subject carefully so that you can make a decision about it) ways of cutting costs.

### III. Common Collocations, Idioms and Phrasal verbs: *TIME* (noun)

against time	behind the times	time and again	on time
at any time	at the same time	time after time	time was
for a time	from time to time	for the time being	time of life
in no time	in the nick of time	in time	high time
wasting time	of all time	all the time	no time to lose

1. If you'd got on with your work instead of \_\_\_ \_\_\_<sup>1</sup> (not make good use of the hours) chatting, you'd be finished by now.

2. Hammurabi's been called the greatest lawyer \_\_\_ \_\_\_ \_\_\_<sup>2</sup> (that has ever lived or existed).

3. I wish you'd stop criticizing me \_\_\_ \_\_\_ \_\_\_<sup>3</sup> (continuously).

4. Come on, there's \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>4</sup> (do quickly whatever it is that you want to do), we must get to the office before the securities watchdog finds out those hidden files.

5. The children ate their ice-cream \_\_\_ \_\_\_ \_\_\_<sup>5</sup> (almost instantly).

6. No-one likes conflict, but \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>6</sup> (despite this) we have to deal with this problem.

7. \_\_\_ \_\_\_ \_\_\_<sup>7</sup> (again and again) she gets involved in relationships with unsuitable men.

8. At his \_\_\_ \_\_\_ \_\_\_<sup>8a</sup> (at a person's present age), he ought to be taking things easy. \_\_\_ \_\_\_<sup>8b</sup> (period in the past) when I could get along with anyone.

9. I've told you \_\_\_ \_\_\_ \_\_\_<sup>9a</sup> (very often) to be careful when you cross the road. But you won't listen. You are always in a hurry. And your manner to get everywhere \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>9b</sup> (the last moment) is just outrageous!

10. \_\_\_ \_\_\_ \_\_\_ \_\_\_<sup>10</sup> (not often) we go out to the night club or for a meal after work.

11. \_\_\_ \_\_\_ \_\_\_<sup>11</sup> (for a short period), we all thought that Sheila and Frank would get married.

12. Parking is not allowed here \_\_\_ \_\_\_ \_\_\_<sup>12</sup> (ever).

13. It is \_\_\_ \_\_\_ \_\_\_<sup>13</sup> (out-of-date/ old-fashioned) to wear a V-necked sweater even in winter.

14. If we don't hurry up, we won't be \_\_\_ \_\_\_<sup>14</sup> (early enough) to catch the train.

15. Why is it that the trains never run \_\_\_ \_\_\_<sup>15</sup> (according to schedule)?

16. Leave your typing \_\_\_ \_\_\_ \_\_\_<sup>16</sup> (for a limited period). I'll do it later.

17. It is \_\_\_ \_\_\_<sup>17</sup> (a suitable moment) for Europe to take responsibility for its own defense.

18. It was a real race \_\_\_ \_\_\_<sup>18</sup> (very fast) to prepare all documents by noon.



**Exercise F:** Read this story about a man who looked up his friend.

Find phrasal verbs/ expressions with LOOK due to their definitions:

### Looking Up Peter in Seattle

a) *What phrasal verbs/ expressions do these descriptions stand for?*



- 1) Be careful! (warning); 2) pay attention; warn;
- 3) appear to be someone's actual age; appear to be;
- 4) be similar in physical appearance (appearances);
- 5) stare in the direction of something;
- 6) not notice smth./ somebody on purpose;
- 7) feel superior to someone; 8) take care of smth.;
- 9) stare at someone with hatred or intense dislike;

- 10) search for information to find it in a reference book; 11) find someone;
- 12) visit someone at their home or place of work, check up on someone;
- 13) try to find smth. or someone, be interested in purchasing smth.;
- 14) respect or admire someone; 15) a copy of someone; very similar;
- 16) examine someone very carefully, often with disdain;
- 17) stare at someone with seriousness; 18) Be quick! we are short of time!

b) *Read the text and identify all phrasal verbs/ expressions:*

Last week I was in Seattle and I remembered that my friend Peter had recently moved there. I looked up his name in the telephone book, called, but got the answering machine. Luckily, I finally found him at work. He was looking at a picture on his desk, and I swear he looked like the famous actor Harrison Ford! I know Peter looked up to Harrison Ford, but I was a little surprised to see that he had become a look-alike! I said "Look lively!" and he raised his eyes and looked me up and down. "Hello! If it isn't my old friend Ken!". Peter said. With that, he got up, looked me up and down and shook my hand. I must admit, Peter didn't look his age in the slightest. In fact, he looked as if he was ten years older! I looked him straight in the eye and said, "Well, I was in town and thought I'd look in on you to see how you're doing in Seattle. How have you been?" Peter responded that he was fine, but that he was also on the look out for a new cat. Looking over at the picture, I noticed that it was of a cat. "Yes", he sighed, "I didn't really look after my first cat very well. It ran away." "I'm sorry to hear that", I said. We talked for a while and decided to go out for a coffee. We were at a Starbucks when a beautiful woman walked into the Cafe. Peter quickly looked the other way. "Who's she?" I asked. "Nobody. Just someone who looks down their nose at me." Just then somebody shouted "Look out!" Peter jumped up and pushed the woman hard. At first, she looked daggers at him. Then, realizing what had happened, she noticed that because Peter had been looking lively, she hadn't slipped on an ice coffee drink that was all over the floor. I'm glad I looked Peter up; it was an interesting day anyway.



**Exercise G:** Choose an idiom to replace the expression in brackets.  
Choose from the multiple choice option given below each sentence:

1. The earthquake was \_\_\_<sup>1</sup> (a natural event that nobody was responsible for) so the insurance company did not pay insurance for it.

a) grounded in fact; b) a gray area; c) an act of God; d) a matter of record

2. The police department plan to \_\_\_<sup>2</sup> (more strictly enforce the law against) people who drive too fast near schools.

a) build a case against; b) crack down on; c) take the law into their own hands with; d) turn a blind eye to

3. The woman's account was \_\_\_<sup>3</sup> (overdue) and she was going to have to start paying a penalty.

a) null and void; b) in dispute; c) at arm's length; d) in arrears

4. The man was able to operate the illegal travel company \_\_\_<sup>4</sup> (without risk of punishment).

a) with impunity; b) with no strings attached; c) under a cloud of suspicion; d) to the letter

5. The manager wrote a letter of complaint using the assistant manager's name and was charged with \_\_\_<sup>5</sup> (misrepresenting himself to achieve his illegal aims).

a) being an expert witness; b) being a false witness; c) false arrest; d) false pretenses

6. The lawyers gathered a large group of people and began a \_\_\_<sup>6</sup> (lawsuit that represents everyone).

a) class action lawsuit; b) community property lawsuit; c) bona fide lawsuit; d) next-of-kin lawsuit

7. The mediator told the two groups in the lawsuit \_\_\_<sup>7</sup> (unofficially) what he thought their chances of success would be.

a) beyond a reasonable doubt (b) off the record (c) by the book (d) in plain English

8. The young man \_\_\_<sup>8</sup> (got into trouble with the law) when he was a teenager.

a) lodged a complaint; b) jumped bail; c) ran afoul of the law; d) stretched the truth

9. Our lawyer very carefully read the \_\_\_<sup>9</sup> (part of the document which was



difficult to read) before we signed the contract.

a) straight and narrow; b) common law; c) penalty clause; d) small print



10. \_\_\_<sup>10</sup> (at first view) it looked as though the man had a good case against the company.

a) Prima facie; b) Post mortem; c) Quid pro quo; d) Caveat emptor

11. The group of men was arrested for \_\_\_<sup>11</sup> (violent behavior) in front of the sport's stadium.

a) breach of promise; b) disturbing the peace; c) civil action; d) bad faith

12. The fact that the woman had lied in her letter was \_\_\_<sup>12</sup> (a reason for) her dismissal from her job.

a) in lieu of something for; b) in accordance with; c) in reference to; d) grounds for

13. The small company has been \_\_\_<sup>13</sup> (owing money) since it first started.

a) in debt; b) in bad faith; c) in kind; d) in abeyance

14. The young woman was arrested \_\_\_<sup>14</sup> (while) stealing some cosmetics from the store.

a) in custody of; b) in favor of; c) in the act of; d) in consideration of

15. The man was charged with \_\_\_<sup>15</sup> (disobeying the orders of the judge) when he was late for court.

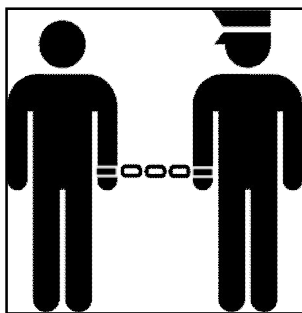
a) disturbing the peace; b) contempt of court; c) comparative negligence; d) vicarious liability

16. The \_\_\_<sup>16</sup> (necessity to prove the case) is with the lawyer and her client.

a) burden of proof; b) due process of law; c) invasion of privacy; d) extenuating circumstances

17. The man was arrested on \_\_\_<sup>17</sup> (false and exaggerated) charges.

a) free-and-clear; b) contempt of court; c) law-abiding; d) trumped-up



18. The wife was given \_\_\_<sup>18</sup> (authority to act) over her husband's business affairs.

a) a preliminary hearing; b) power of attorney; c) a grace period; d) a case of mistaken identity

19. I \_\_\_<sup>19</sup> (delivered a legal announcement to) my employer that I would be leaving in two weeks.

a) laid down the law to; b) drew up an agreement for; c) served notice on; d) assumed liability for

20. The man was given the right to use the property \_\_\_<sup>20</sup> (forever).

a) in perpetuity; b) in effect; c) in person; d) in public





**Exercise H:** These sentences contain the legal idioms which are *in italics*. Give the meaning of the idioms using any dictionary:

*Example:* The insurance company refused to pay the money because they said that the forest fire was *an act of God*. = an event/accident due to natural causes for which no human is responsible

1. We were told, *after the fact*, that the company would not give any money to the fire victims. \_\_\_\_\_

2. The lawyers were unable *to assemble a case against the man*. \_\_\_\_\_

3. The business refused *to assume liability* for the dangerous products. \_\_\_\_\_

4. We purchased the property *at arm's length* and we are not involved in any management decisions. \_\_\_\_\_

5. The family of the accused criminal paid much money *to bail him out*. \_\_\_\_\_

6. The judge sent the man to jail because he believed, *beyond a reasonable doubt*, that the man had committed the crime. \_\_\_\_\_

7. The mediator asked the two sides in the dispute to make *a bona fide* effort to solve the dispute. \_\_\_\_\_

8. The couple was accused of *a breach of promise* when they broke the contract to buy the condominium. \_\_\_\_\_

9. The man was charged with *a breach of the peace* when he began fighting with the store clerk. \_\_\_\_\_

10. The woman was forced to quit her job after it was discovered that she *had broken the law*. \_\_\_\_\_

11. *The burden of proof* during the trial fell on the man who had accused his employee of theft. \_\_\_\_\_

12. The legal team was working hard *to build a case against* the suspected car thief. \_\_\_\_\_

13. The man was forced to agree to the terms of the agreement *with no strings attached*. \_\_\_\_\_

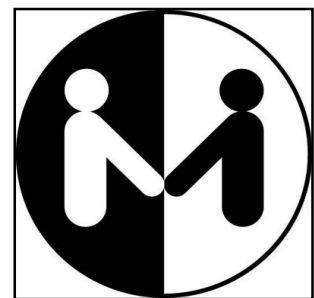
14. The man continued to abuse his position and clients *with impunity*. \_\_\_\_\_

15. It was a case of *vicarious liability* when the man was charged because of his friend's behavior. \_\_\_\_\_

16. The police often *turn a blind eye to* people who cross the street on a red light. \_\_\_\_\_

17. The business owner was arrested on *trumped-up* charges. \_\_\_\_\_

18. The lawyer always suggests that his clients follow the judge's decisions *to the letter*. \_\_\_\_\_



19. The laws about the safety of children *take precedence over* many other laws. \_\_\_\_\_



20. The witness was *stretching the truth* when she told the judge her excuse for the crime. \_\_\_\_\_

21. The young man was back on *the straight and narrow* after talking with the police officer and the social worker. \_\_\_\_\_

22. *The responsible party* was forced to compensate the victim of the crime. \_\_\_\_\_

23. The patient was awarded much money as *punitive damages* in his lawsuit against the hospital. \_\_\_\_\_

24. The man appeared at *a preliminary hearing* to determine the nature of the crime. \_\_\_\_\_

25. While the criminal was *out on parole* he was forced to meet with a social worker every week. \_\_\_\_\_

26. The man was not sent to prison *on condition that* he volunteer and do work in the community. \_\_\_\_\_

27. The young man with the knife was charged with carrying *an offensive weapon*. \_\_\_\_\_

28. The judge told the lawyers *off the record* what they could expect the lawsuit to settle for. \_\_\_\_\_

29. The woman signed the contract to buy the car *of her own free will*. \_\_\_\_\_

30. The check which was written by the company was *null and void*. \_\_\_\_\_

31. The police notified the *next of kin* of the woman who was killed in the car accident. \_\_\_\_\_

32. The judge accused the lawyer of *moral turpitude* because of the tactics that he used to defend his client. \_\_\_\_\_

33. It is *a matter of record* about how much money the mayor spent on the foreign trip. \_\_\_\_\_

34. The man decided *to lodge a complaint against* the company that had built the apartment building. \_\_\_\_\_



35. The court decided *to let the man go* because there was no evidence to keep him in prison. \_\_\_\_\_

36. The young men were not of *legal age* and could not buy cigarettes. \_\_\_\_\_

37. The lawyer asked the witness *a leading question* but was told to stop by the judge. \_\_\_\_\_

38. We decided *to lay down the law* regarding the vacation schedule for our employees. \_\_\_\_\_

39. The man was fired from his job *for cause* after several violations of his contract. \_\_\_\_\_

40. The man was accused of theft by his employer but he knew that he was entitled to *due process of law* and would be found to be innocent. \_\_\_\_\_



41. The lawyer called in an expert witness to look at the handwriting of the accused criminal. \_\_\_\_\_

42. The young man was arrested in *a case of mistaken identity*. \_\_\_\_\_

43. *Caveat emptor* is a good concept to remember when you are buying a used car. \_\_\_\_\_

44. The woman's husband was given *a cease and desist* order to stop bothering her. \_\_\_\_\_

45. The court case was difficult to win because most of the evidence was *circumstantial evidence*. \_\_\_\_\_

46. The workers filed *a class action lawsuit* against the company for damage to their health. \_\_\_\_\_

47. The man decided *to come clean with* the police when he confessed everything about the crime. \_\_\_\_\_

48. The judge determined that it was a case of *comparative negligence* and the landlord and the tenant both had to pay damages. \_\_\_\_\_

49. The witness offered *conclusive evidence* that led to the conviction of the criminal. \_\_\_\_\_

50. The criminal was given three *consecutive sentences* for the murder of the young girls. \_\_\_\_\_

51. The police have decided *to crack down on* speeding cars. \_\_\_\_\_

52. Some football fans were charged with disorderly conduct after the fight during the game. \_\_\_\_\_

53. Two men were arrested for disturbing the peace when they got into a fight in front of the shopping mall. \_\_\_\_\_



54. The man was accused of theft by his employer but he knew that he was entitled to due process of law and would be found to be innocent. \_\_\_\_\_

55. The man was able to avoid going to jail for stealing the money because of extenuating circumstances. \_\_\_\_\_



**Exercise I:** Match some more idioms related to *the Law Category* on your left with their definitions (meanings) on your right:

<b>Legal Idioms</b>	<b>Definition/ Meaning</b>
1) under arrest	a) a medical examination of a body made after death to determine the cause of death
2) under age	b) give a reason/ explanation for smth.
3) under a cloud of suspicion	c) write smth. down, draw up a contract
4) take effect	d) below the legal age to do something
5) subject to smth.	e) release someone from prison/ captivity
6) stand one's ground	f) deliver a legal announcement to someone
7) small print	g) arrested by the police
8) skip bail	h) smth. for smth., mutual concessions made by the parties in a transaction
9) signed, sealed, delivered	i) have special knowledge about smth.
10) put down in black and white	j) be suspected of doing smth. wrong/illegal
11) prima facie	k) a legal document granting authority for one person to act as another's representative
12) take the law into one's own hands	l) fail to appear in court and therefore give up the money that you paid for bail
13) sign on the dotted line	m) a section in a contract about money to be paid if the contract is not fulfilled
14) power of attorney	n) become effective/ in use (for a law/ rule)
15) privy to smth.	o) serve a sentence for a crime usu. in prison
16) show good faith	p) having formally/officially signed smth.
17) show cause	q) to stand up for one's rights
18) on record	r) at first view assumed to be true
19) quid pro quo	s) try to administer the law on your own
20) post mortem	t) an official recorded statement or fact
21) pay one's debt to society	u) get into trouble with the law
22) set (someone) free	v) depending on something
23) on probation	w) demonstrate good intentions/ good will
24) run afoul of the law	x) the part of a document where the important information is not easily noticed because the print is small
25) penalty clause	y) when a guilty of a crime is allowed to be free but is supervised by the government
26) serve notice on someone	z) put your signature on a contract/ other important document



## Siamese Twins Lists

alive and kicking an arm and a leg { apples and oranges back and forth be-all and end-all bells and whistles black and white blood and guts bow and arrow bread and butter by and large cap and gown cat and mouse cats and dogs clean and tidy crash and burn down and out far and away kill or cure	far and wide flesh and blood heaven and hell here and there hide and seek high and dry high and mighty hot and cold { husband and wife in and out king and queen knife and fork { ladies and gentlemen law and order live and let live lost and found loud and clear man and boy	man and wife { meat and potatoes meet and greet mother and father mum and dad nook and cranny nuts and bolts odds and ends old and new once and for all peace and quiet pros and cons read and write rough and tumble sick and tired skin and bone song and dance spick and span make or break	spit and polish thick and thin { thunder and lightning time and again { time and time again to and fro tooth and nail touch and go trial and error up and down yes and no all or nothing day or night do or die { (neither) fish nor fowl { (neither) hide nor hair
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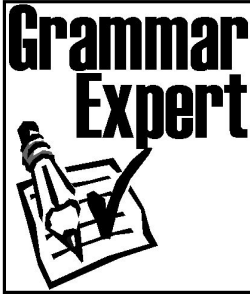


Some **Internet Resources** which might be useful to you  
 (while working on your **Collocations/ Idioms/ Phrasal verbs** theme):

№	Site/ Resource	Link
1	EnglishClub.com	<a href="http://www.englishclub.com/ref/Idioms/Law/">http://www.englishclub.com/ref/Idioms/Law/</a>
2	TvTropes.org	<a href="http://tvtropes.org/">http://tvtropes.org/</a>
3	Learn-English-Today.com	<a href="http://www.learn-english-today.com/idioms/">http://www.learn-english-today.com/idioms/</a>
4	TheIdiomConnection.com	<a href="http://www.idiomconnection.com/">http://www.idiomconnection.com/</a>
5	IdiomQuest.com	<a href="http://www.idiomquest.com/legal/">http://www.idiomquest.com/legal/</a>
6	Taxmann.com	<a href="http://www.taxmann.com/">http://www.taxmann.com/</a>
7	IdiomsAndExpressions.com	<a href="http://www.idiomsandexpressions.com/">http://www.idiomsandexpressions.com/</a>
8	Spirit of the Law	<a href="http://www.quotations.me.uk/famous-idioms/">http://www.quotations.me.uk/famous-idioms/</a>
9	ESL Partyland.com	<a href="http://www.eslpartyland.com/quiz-center/">http://www.eslpartyland.com/quiz-center/</a>
10	Idioms4you.com	<a href="http://www.idioms4you.com/list-legal-law.html">http://www.idioms4you.com/list-legal-law.html</a>



### The Legal Language Peculiarities



**Legal English** is the style of English used by lawyers and other legal professionals in the course of their work. It has particular relevance when applied to legal writing and the drafting of written material, including: 1) legal documents: contracts, licenses, etc.; 2) court pleadings: summonses, briefs, judgments, etc.; 3) laws: Acts of parliament and subordinate legislation, case reports; 4) legal

correspondence. Legal English has traditionally been the preserve of lawyers from English-speaking countries which have shared common law traditions. However, due to the spread of English as the predominant language of international business, as well as its role as a legal language within the EU, legal English is now a global phenomenon. It is also referred to casually as **law speak** or **legalese**.

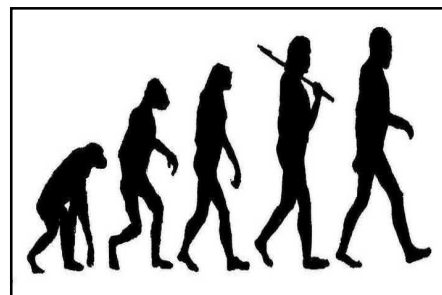
Legal English differs from Standard English in a number of ways:

- Use of terms of art. Legal English employs a great deal of terminology that has a technical meaning and is not generally familiar to the layman (e.g. waiver, restraint of trade, restrictive covenant, promissory estoppe, etc.).
- Extensive use of words and phrases derived from French and Latin.
- Use of ordinary words in apparently peculiar contexts (e.g. construction, prefer, redemption, furnish, hold, and find).
- Lack of punctuation.
- Use of doublets and triplets. There is a curious historical tendency in legal English to string together two or three words to convey what is usually a single legal concept (e.g. null and void, fit and proper, perform and discharge, dispute, controversy or claim, and promise, agree and covenant).
- Unusual word order. There is no single clear reason explaining this phenomenon, although the influence of French grammatical structures is certainly a contributing factor.
- Use of unfamiliar pro-forms (e.g., the same, the said, the aforementioned, etc.)
- Use of pronominal adverbs. Words like *hereof*, *thereof*, and *whereof* are not often used in ordinary English. They are used in legal English primarily as a way of avoiding the repetition of names of things in the document.
- -er, -or, and -ee name endings. Legal English contains a large number of names and titles (e.g., employer and employee; lessor and lessee, etc.) This practice derives from Latin.
- Use of phrasal verbs in a quasi-technical sense (e.g., parties enter into contracts, put down deposits, serve upon other parties, write off debts, etc.).

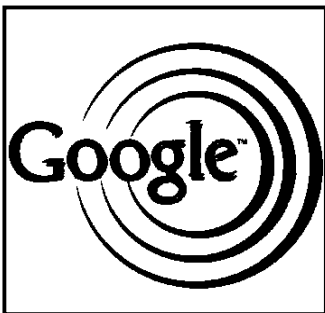


**Exercise 1.** Put the verbs in brackets into the correct tense form – the Present Perfect Continuous, the Past Perfect Continuous or the Future Perfect Continuous. Comment on the usage of the tenses due to the context:

1. The court \_\_\_<sup>1</sup> (decide) in favor of the government in its dispute with the striking workers too often lately.
2. The inspector \_\_\_<sup>2</sup> (interrogate) the boy for more than two hours when he finally was arrested for breaking into his neighbor's house.
3. The European Court of Justice \_\_\_<sup>3</sup> (try) the employment discrimination case for more than a year before it brought its final ruling.
4. By the time the election is called in April, or June, as the case might be, we \_\_\_<sup>4</sup> (campaign) for more than 6 months.
5. A dramatic lack of communication between spouses \_\_\_<sup>5</sup> (always cause) serious problems ranging from deep emotional stress to dangerous health problems for the entire history of matrimonial relationships.
6. The insurance company \_\_\_<sup>6</sup> (refuse) to pay the tornado damages because such damages are covered under your homeowner's policy.
7. During their fight with the Citizens Property Insurance, they \_\_\_<sup>7</sup> (live) outside their home because they do not have sufficient funds to complete the home repairs.
8. The legal team \_\_\_<sup>8</sup> (work) hard to build a case against the suspected car thief for many weeks before they brought a suit against him.
9. The paparazzi \_\_\_<sup>9</sup> (long damage) his professional reputation by snapping his unflattering photo here and there before he filed a \$12 million libel suit against the most notorious newspapers.
10. Mr. Jenkins \_\_\_<sup>10</sup> (serve) in federal law enforcement for 25 years as of the April, 2012.
11. A stand-off between the New Zealand Education Minister Anne Tolley and so-called "rebel schools" \_\_\_<sup>11</sup> (brew) since the new national standards came in last year.
12. Democrats \_\_\_<sup>12</sup> (point) to the results of polls and \_\_\_<sup>13</sup> (suggest) that if the government defaults, Republicans will bear the brunt of the public's outrage.
13. Americans \_\_\_<sup>14</sup> (debate) Darwin's ideas since they were first publicly proposed in 1858.



**Exercise 2.** Choose the appropriate verb from the multiple choice options to complete the given sentences. Mind the usage of the English tenses:



1. Can people tell who \_\_\_ recently \_\_\_<sup>1</sup> at their Facebook page?

a) had looked; b) has been looking; c) is looking; d) had been looking

2. Like most other Arab countries, the dictator in Tunisia \_\_\_<sup>2</sup> the country for decades.

a) was ruling; b) ruled; c) had been ruling; d) was ruled

3. He denied all responsibility for the rumors which \_\_\_<sup>3</sup>.

a) have been circulating; b) will have been circulating; c) circulated

4. The physician \_\_\_ just \_\_\_<sup>4</sup> to be interested in his patient's health problem for half an hour before he got his cheque for £50.

a) was pretending; b) had been pretending; c) is pretended; d) is pretending

5. The judge criticized the lawyer who \_\_\_<sup>5</sup> all sorts of leading questions during the trial.

a) asked; b) is asking; c) had been asking; d) has been asking

6. He \_\_\_<sup>6</sup> as the Treasury Solicitor for ten months by the time he takes his vacation.

a) will have been working; b) has been working; c) worked; d) was working

7. No one can drink alcohol and drive safely, even if they \_\_\_<sup>7</sup> for many years.

a) drove; b) had been driving; c) has been driving; d) have been driving

8. Geonerco Management, a real estate development company in Seattle, \_\_\_<sup>8</sup> employees' costs for undergraduate degrees ever since the company was founded.

a) reimburses; b) reimbursed; c) had been reimbursing; d) is reimbursing

9. Google and other search engines \_\_\_<sup>9</sup> marketers for bombarding the Internet with duplicate content for years now.

a) penalizes; b) has been penalizing; c) have been penalizing; d) penalized

10. For the past several years, some of the recognized companies \_\_\_<sup>10</sup> to the Internet to recruit candidates for open positions when it came to it.

a) turned; b) have been turning; c) had been turning; d) turns

11. Increasingly, policy-makers \_\_\_<sup>11</sup> the proactive use of insurance as a tool to manage environmental risk effectively.

a) have been exploring; b) has been exploring; c) has explored; d) explore

12. For many years, physicians \_\_\_<sup>12</sup> for new options to reduce the risk of stroke faced by millions of patients, Dame Barbara Hakin from the UK Department of Health said last week.

a) searched; b) had been searching; c) had searched; d) have been searching



**Exercise 3.** Examine the given sentences; define *the italicized* phrasal verbs/ idioms. Rewrite the sentences using the actual meaning of the words:

1. The judge wanted *to go easy on* the young man but his bad attitude made it difficult to try and help him. \_\_\_\_\_

2. The man explained what had happened at the scene of the crime while he was *under oath* at the trial. \_\_\_\_\_

3. The criminal showed almost no remorse so the judge decided *to throw the book at him*. \_\_\_\_\_

4. The main witness at the trial *took the stand* after the other witnesses were finished. \_\_\_\_\_

5. The judge determined that the man was *the responsible party* for the damage and must pay a large penalty. \_\_\_\_\_

6. The defense lawyer stood up during the trial *to raise an objection about* the testimony of the witness. \_\_\_\_\_

7. The experienced lawyer had once found that it was very easy *to pick holes in the argument* of the main witness. \_\_\_\_\_

8. The judge *sent the man up the river* for three years. \_\_\_\_\_

9. The tribunal members *were sitting in judgment of* the group involved in the trade dispute. \_\_\_\_\_

10. The man *swore on a stack of bibles* that he had never seen the accused criminal before. \_\_\_\_\_

11. The business executive decided *to take the Fifth* rather than give testimony at the trial. \_\_\_\_\_

12. The man *threw himself at the mercy of the court* and asked for a light sentence. \_\_\_\_\_

13. The judge examined the evidences and sentenced the man *in absentia*. \_\_\_\_\_

14. The lawyer wanted to sue the man for kicking the dog but the judge *laughed the case out of court*. \_\_\_\_\_

15. It was *an open-and-shut case* after the lawyer presented the evidence to the judge. \_\_\_\_\_

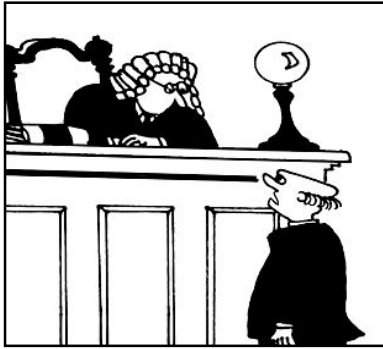
16. It was just a piece of *poetic justice* when the supervisor who had been badly harassing the workers lost his job on the grounds that the president did not want him to work for the company anymore. \_\_\_\_\_

17. The court clerk announced that the judge *would hand the verdict down* in the morning. \_\_\_\_\_

18. The future of the criminal *was hanging in the balance* as he waited for the judge's decision. \_\_\_\_\_



**Exercise 4.** Write a short newspaper article about a court trial. Create your own story and use the given questions only as a hint to your own ideas. Use the past perfect continuous/ present perfect continuous, etc. for practice:



1. How long had the future of the criminal been hanging in the balance before the trial started? \_\_\_\_
2. The court had been operating and functioning (regardless of summer time) when the public arrived at the courthouse, hadn't it? \_\_\_\_\_
3. Was there any indication by the court beforehand of who would have been sitting on the bench

during the trial? \_\_\_\_\_

4. What charges has the defendant been facing before he's on trial? \_\_\_\_\_
5. What crime will the defendant have been standing trial for? \_\_\_\_\_
6. Why should the defendant have been taking an oath and promising to tell the truth before the trial began? \_\_\_\_\_
7. How long will the lawyer have been presenting the evidences to the judge before the case/ legal matter becomes simple and uncomplicated (or *an open-and-shut case*)? \_\_\_\_\_
8. How long has the prosecuting lawyer been working to find flaws/ holes in the arguments and excuses of the defendant? \_\_\_\_\_
9. Will the witnesses have just been taking the Fifth rather than giving testimony at the trial because in the U.S. a witness at a trial has the right to refuse to incriminate oneself? \_\_\_\_\_
10. How long will the witnesses to the case have been testifying in a courtroom by 11am tomorrow? \_\_\_\_\_
11. Will the defendant have been showing regret for his/ her illicit/ illegal/ miserable wrongdoing? \_\_\_\_\_
12. Will the judge have been forcing the defendant to confess in absentia of strong evidences of the crime? \_\_\_\_\_
13. How long will the judge has been sitting and directing a session of court? \_\_\_\_\_
14. Have the defendant, his/ her lawyer and the prosecutor been negotiating the plea bargain before the ruling is pronounced? \_\_\_\_\_
15. Will the man on a trial have ever been benefiting from the consequences of the so-called plea bargain? \_\_\_\_\_
16. How often will the defense lawyer have been standing up during the trial to raise an objection about the testimony of the witnesses? \_\_\_\_\_
17. In a private talk, the court reporter said later, that the judge had obviously been jumping to conclusions for most of a trial. \_\_\_\_\_

**Exercise 5.** Fill in the gaps with the correct form of the verb in brackets – the Past Perfect/ Past Perfect Continuous/ Past Future Perfect Continuous:

1. We were told, that the company \_\_\_<sup>1</sup> (not give) any money to the fire victims until they were forced to do it by the government.

2. The FBI inspectors admitted yesterday, that there \_\_\_<sup>2</sup> (be) a significant surge in the use of counterfeit postal money orders since 2004.

3. The Eastern European re-shipping scam was a variant of the Nigerian version in which fraudsters \_\_\_<sup>3</sup> (recruit) their victims through classified advertising. They \_\_\_ long \_\_\_<sup>4</sup> (present) themselves as a growing European company trying to establish presence in the USA.

4. The undercover officer informed his colleagues that by that time next Friday the notorious fraudsters \_\_\_<sup>5</sup> (use) their phishing techniques to hijack a legitimate member accounts on an online auction site such as eBay.

5. Recently the Metropolitan Police \_\_\_<sup>6</sup> (investigate) how £20 million \_\_\_ illegally \_\_\_<sup>7</sup> (transfer out) of the Trust's bank account.

6. The judge sent the man to jail because he believed, beyond a reasonable doubt, that the man \_\_\_<sup>8</sup> (commit) the crime.

7. The woman was forced to quit her job after it was discovered that she \_\_\_<sup>9</sup> (break) the law.

8. Two men \_\_\_<sup>10</sup> (disturb) the peace by fighting in front of the shopping mall for nearly an hour when they were arrested by the police patrol.

9. The burden of proof during the trial fell on the man who \_\_\_<sup>11</sup> (accuse) his employee of theft.

10. The man was fired from his job because he \_\_\_ persistently \_\_\_<sup>12</sup> (violate) the terms of his contract.

11. The manager \_\_\_ just \_\_\_<sup>13</sup> (act) in bad faith by the time she refused to give the documents to the lawyer.

12. By the end of the trial the judge \_\_\_<sup>14</sup> (invest) the police with the power to enforce the decision of the court.

13. The man decided to lodge a complaint against the company that \_\_\_<sup>15</sup> (build) the apartment building.

14. The judge accused the lawyer of moral turpitude because of the tactics that he \_\_\_<sup>16</sup> (use) to defend his client during the entire trial.

15. When the criminal was out on parole, the police officer \_\_\_<sup>17</sup> (force) him to meet with a social worker by the end of every other week.

16. The company served notice on the workers that they \_\_\_<sup>18</sup> (close) the factory by the next year.



**Exercise 6.** Examine the sentences below; identify the tense used for *the italicized* predicate; give explanation on the usage of that particular tense:

*Example:* For years, foreigners while talking about real estate and business set ups, in Baja California Sur and the rest of Mexico, *have been translating* (PrPC) Spanish expressions, terms and words, not knowing exactly the proper English expressions, terms and words that should be used.

● PrPC is used to indicate the duration from the Past until Now (For years).

1. The young man was forced to face the music (=receive punishment) for the crimes that he *had committed*. **Comment:** \_\_\_\_\_

2. A crime *has not been committed* unless the following elements are present: harm, legality, actus reus, mens rea, causation, concurrence, and punishment. **Comment:** \_\_\_\_\_

3. Allen Kephart, 43, *was driving* in Rimforest, 60 miles northeast of Los Angeles, in May when he honked at a patrol vehicle that *turned* in front of him. **Comment:** \_\_\_\_\_

4. The three officers *used* their electroshock Taser weapons on Kephart "without provocation or justification". **Comment:** \_\_\_\_\_

5. About 8,700 California inmates are now serving life sentences under the "three strikes" law. **Comment:** \_\_\_\_\_

6. "California *has* the worst criminal law in the country," said Michael Romano, a Stanford law professor whose students *have been working* on behalf of "three strikes" inmates.

7. In 1998, in Florida, a person who *had been testifying* as an expert in toxicology for 3 years, for both the prosecution and defense in criminal cases, *was prosecuted* for perjury for testifying with fraudulent credentials.

**Comment:** \_\_\_\_\_

8. The prosecutor's office *will work* with the witness to address any concerns the witness may have. **Comment:** \_\_\_\_\_

9. The lawyers for both sides *will have been discussing* the possible outcomes of the trial for over an hour before the judge resumes the hearing.

**Comment:** \_\_\_\_\_

10. We *will have been bringing* you updates on the trial as soon as we have news from the Middle East. **Comment:** \_\_\_\_\_

11. I *had been thinking* her thoughts for so long I thought they were mine.

**Comment:** \_\_\_\_\_

12. A 79-year-old New Hampshire man who *had been living* with his wife in their car in what police called squalid conditions has died.

**Comment:** \_\_\_\_\_



**Exercise 1.** Indicate which tense answers to the listed demands. Illustrate your choice by the appropriate examples:

<b>№</b>	<b>Demands on Use</b>	<b>Tense</b>
1	shows that smth. will continue up until a particular event or time in the future	FPC
2	shows that smth. started in the past and continued up until another time in the past	PPC
3	demands signal words as <i>by the time; before; after; when (in the meaning "by the time"); + for two hours; for a long time, etc.</i>	PPC
4	used while putting emphasis on the course or duration (not the result) of an ongoing action	PrPC
5	it is sometimes interchangeable with past perfect simple	PPC
6	demands signal words as <i>all day, for 4 years, since 1993, how long?, the whole week, lately; regularly, so far; by now; since; for an hour; for a week; for five years, etc.</i>	PrPC
7	used while putting emphasis on the course of an action in the future	FPC
8	denotes action that might have taken place in the past	PFPC
9	denotes action that recently stopped or is still going on	PrPC
10	demands signal words as <i>by the time; by 2015; by tomorrow; before; when (in the meaning "by the time"); + for two days; for a long time, etc.</i>	FPC
11	denotes finished action that influenced the present	PrPC
12	used while putting emphasis on the duration or course of an action in the past	PPC
13	in reported speech the Past Continuous and Present Perfect Continuous is changed to it	PPC
14	another action in the future is expressed by the Simple Present in this sentence	FPC
15	in reported speech the Past Perfect and <i>this tense</i> remain unchanged	PPC
16	the activity has been going on for some time by now	PrPC
17	stative verbs (non-progressive verbs) are used in the Past Perfect instead of this tense	PPC
18	this tense is used mostly in writing, for example, in formal correspondence and scientific literature	PPC
19	it is used to express the idea that in the past you thought smth. would happen in the future	PFPC

**Exercise 2.** Fill in the gaps with the correct form of the verb in brackets – the Past Perfect/ Past Continuous/ Past Perfect Continuous tense:



1. A student pinned under a car that \_\_\_<sup>1</sup> (crash) into his motorcycle in Brooklyn died yesterday after rescue workers \_\_\_<sup>2</sup> (struggle) to free him from the wreckage of the vehicle dropped on him in a tragic accident.
2. Police \_\_\_<sup>3</sup> (investigate) how the one-month-old son of a local TV anchorman and his babysitter died in a home on New York's Long Island Thursday night.
3. For the last three weeks police \_\_\_<sup>4</sup> (hunt) for two suspects who \_\_\_<sup>5</sup> (break) into and \_\_\_<sup>6</sup> (rob) a laundromat (=shop where you pay to use the washing machines) in Upper Manhattan.
4. For years, the EU \_\_\_<sup>7</sup> (seek) to build what came to be called its Common Security and Defense Policy.
5. I also stated that for months I \_\_\_<sup>8</sup> (witness) and \_\_\_<sup>9</sup> (hear) about many instances where women \_\_\_<sup>10</sup> (be targeted) on their way to church on Sunday morning with traffic tickets.
6. Police said the two men \_\_\_<sup>11</sup> (sit) in a black Ford Ranger at the corner 28th Street and Commercial Street when one pulled out a box cutter and slashed the other's hand.
7. In a joint U.S.-Colombian operation against a major trafficker, police arrested 30 people and seized 21 small planes that \_\_\_<sup>12</sup> (ferry) cocaine to Central America, officials announced Friday.
8. The U.S. Attorney's Office said Friday that Raymar Lucena Rivera \_\_\_<sup>13</sup> (be indicted) on two counts of drug trafficking and seven counts of money laundering.
9. The Jersey Shore \_\_\_<sup>14</sup> (dust) the sand from its welcome mat since Hurricane Irene left the coast Sunday.
10. Daley \_\_\_<sup>15</sup> (tinker) (=make small changes in an attempt to repair/improve it) with his car radio and his landlord \_\_\_ just \_\_\_<sup>16</sup> (fix) a leak in Daley's basement apartment when three men approached. An argument broke out, and one of the men pulled a gun and opened fire.
11. The gunman who wounded two little girls during a wild Bronx shooting \_\_\_<sup>17</sup> (target) a rival over an unpaid \$400 loan to buy marijuana, police sources said yesterday.
12. A Facebook spokeswoman insisted the site \_\_\_<sup>18</sup> (not be hacked) but was the target of spam. They \_\_\_<sup>19</sup> (shut down) the scammy apps that were the source of that spam as soon as they \_\_\_<sup>20</sup> (detect) them or they \_\_\_<sup>21</sup> (be reported) to them, she said.

**Exercise 3.** Fill in the gaps with a suitable form of the verb in brackets. Choose btw Present Perfect and Present Perfect Continuous tenses:

1. Frank \_\_\_<sup>1</sup> (fail) his driving tests 4 times! Recently he \_\_\_<sup>2</sup> (practice) a lot and he should pass it the next time he takes it!

2. Scotland Yard \_\_\_<sup>3</sup> (look for) the murder for two weeks now. Unfortunately they \_\_\_<sup>4</sup> (be able) to find any suspects.

3. She \_\_\_ (read) Stephen King's latest novel for the past 4 days. She \_\_\_<sup>5</sup> (read) every novel he \_\_\_<sup>6</sup> (ever write).

4. I \_\_\_<sup>7</sup> (wait) to sell my stocks for the past 3 weeks. Unfortunately they \_\_\_<sup>8</sup> (fall) over 15 points this morning so I certainly won't sell today!

5. I \_\_\_<sup>9</sup> (think) of you for a long time and I \_\_\_<sup>10</sup> (decide) that you need to change your job. I would like to help you but I \_\_\_<sup>11</sup> (find) the solution yet that would suit everyone.

6. The amount of crime including incidents of armed robbery \_\_\_<sup>12</sup> (increase) dramatically over the last few years and we can't stop this process.

7. True or false in recent years the US \_\_\_<sup>13</sup> (change) from a service economy to a manufacturing economy. Historically, the U.S. economy \_\_\_<sup>14</sup> (maintain) a stable overall GDP growth rate, a low unemployment rate, and high levels of research and capital investment funded by both national and increasingly by foreign investors. It \_\_\_<sup>15</sup> (be) the world's largest national economy since the 1870s and remains the world's largest manufacturer, representing 19% of the world's manufacturing output.

8. The American labor market \_\_\_ ever \_\_\_<sup>16</sup> (attract) immigrants from all over the world and in 2009 ranked 16th in terms of net migration rate.

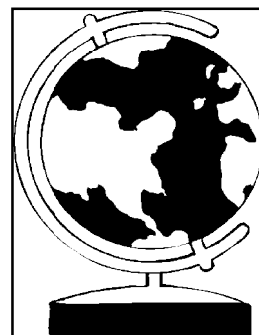
9. Gazelle bicycles are currently the most popular Dutch bikes – one look at Dutch streets should be sufficient to notice that. Since 1982 Gazelle \_\_\_<sup>17</sup> (produce) bicycles which may be characterized by their high quality, durability and innovative solutions.

10. Here are five recent disasters that \_\_\_<sup>18</sup> (affect) gas prices lately and contributing to the unusual volatility (=unpredictability) on the market.

11. BarbWired Designs is a collaboration of two friends who \_\_\_<sup>19</sup> (create) posters, flyers, and programs for the musical organizations they play and sing with over the past 15 years.

12. Fears \_\_\_<sup>20</sup> (be reignited) about the safety of energy saving light bulbs after a group of scientists warned that they contain cancer causing chemicals.

13. Over the past few hundred years, there \_\_\_<sup>21</sup> (be) a steady increase in the numbers of sunspots, at the time when the Earth \_\_\_<sup>22</sup> (get) warmer.



**Exercise 4.** Fill in the gaps with a suitable form of the verb in brackets. Choose btw Past Perfect and Past Perfect Continuous tenses:



1. The situation with the Aboriginal Australians was made more volatile by the fact that indigenous people \_\_\_<sup>1</sup> (drink) a lot of alcohol.
2. And indeed if they \_\_\_<sup>2</sup> (think) of that country from which they went out, they would have had opportunity to return.
3. Thousands of sacks of food aid meant for Somalia's famine victims \_\_\_<sup>3</sup> (be stolen) and \_\_\_<sup>4</sup> (be sold) at markets in the same neighborhoods where skeletal children in filthy refugee camps couldn't have found enough to eat. The U.N.'s World Food Program for the first time acknowledged yesterday it \_\_\_<sup>5</sup> (investigate) food theft in Somalia for two months.
4. The International Atomic Energy Agency \_\_\_<sup>6</sup> (investigate) US claims that Syria \_\_\_<sup>7</sup> (build) a secret nuclear reactor with North Korean help since 2007.
5. The Metropolitan police \_\_\_<sup>8</sup> (track) the Internet vigilante group Anonymous, since well before its online reprisals against companies not supporting WikiLeaks.
6. His life \_\_\_<sup>9</sup> (be confused) and \_\_\_<sup>10</sup> (be disordered) since then, but if he could return to a certain starting place and go over it all slowly, he could find out what that thing was.
7. And it \_\_\_<sup>11</sup> (be revealed) unto him by the Holy Spirit, that he should not see death, before he \_\_\_<sup>12</sup> (see) the Lord's Christ. (The Bible; Luke; Psalm 2:26)
8. After many of the facts \_\_\_<sup>13</sup> (be disclosed), what action did congress take and what did Nixon do in response? (Watergate scandal)
9. Senator Mitch McConnell, the minority leader, walked to the Senate floor to announce that a tentative (=not agreed) deal \_\_\_ finally \_\_\_<sup>14</sup> (be reached).
10. The bank manager smiled and announced that his application for a loan \_\_\_<sup>15</sup> (be approved).
11. Two young ladies that \_\_\_<sup>16</sup> (participate) in the U.K. riots explained on the YouTube why they \_\_\_<sup>17</sup> (riot) then.
12. Although aspirin \_\_\_<sup>18</sup> (be proven) to eliminate moderate fever associated with some illnesses, many doctors no longer routinely recommended its use for that purpose in the past years.
13. The Gulf War \_\_\_<sup>19</sup> (show) that new, accurate, conventional weapons could accomplish the military purposes for which nuclear weapons \_\_\_ once \_\_\_<sup>20</sup> (be intended).
14. After she \_\_\_<sup>21</sup> (succeed) in formulating the ideas which \_\_\_ slowly \_\_\_<sup>22</sup> in her mind, they seemed suddenly to absorb all her thoughts.



**Exercise 5.** Fill in the gaps with a suitable form of the verb in brackets. Choose btw Future Perfect and Future Perfect Continuous tenses:

1. Thank you for your patience. Our development and web operations teams are working on the problem and we \_\_\_<sup>1</sup> (try) to resolve it as quickly as possible.

2. I'm going to Hyde Park to hear the people making speeches. ~ You'll be too late. By the time you get there, they \_\_\_<sup>2</sup> (finish) their speeches and everybody \_\_\_<sup>3</sup> (leave) home.



3. Loudspeaker announcement: "The ship \_\_\_<sup>4</sup> (leave) in a few minutes and all persons not travelling are asked to go ashore".

4. In a few years' time we all \_\_\_<sup>5</sup> (live) in houses heated by solar energy.

5. The strike leader said, "By midnight 500 men \_\_\_<sup>6</sup> (come) out on strike."

6. Notice on board ship: "In the event of an emergency all passengers \_\_\_<sup>7</sup> (assemble) on the boat deck".

7. You ought to try to get a ticket for the Spectators' Gallery next week; they \_\_\_<sup>8</sup> (debate) international fishing rights.

8. The local sheriff \_\_\_<sup>9</sup> (not wear) uniform when you see him, because he'll be on leave then, and they don't wear uniform when they are on leave.

9. By the time he leaves his Law School his parents \_\_\_<sup>10</sup> (spend) almost \$250,000 on his education.

10. The treasurer said, "By the end of the year all our debts \_\_\_<sup>11</sup> (be paid off)".

11. Tourist: "We've only got five hours in Rome; we are leaving but I'm sure that we \_\_\_<sup>12</sup> (see) everything of importance by then".

12. By the second half of the 21<sup>st</sup> century people \_\_\_<sup>13</sup> (eat) more genetically modified food and as a result \_\_\_<sup>14</sup> (live) less as medical science predicts.

13. If nobody stops him, he \_\_\_<sup>15</sup> (gamble) in casinos for the rest of his life.

14. By the next August the offender \_\_\_<sup>16</sup> (serve) his 2<sup>nd</sup> year in prison for the murder he has brutally committed back in 2009.

15. By the end of his long-term imprisonment the notoriously rowdy criminal \_\_\_<sup>17</sup> (enhance) his legal knowledge at most.

16. Before jury deliberations start the judge \_\_\_<sup>18</sup> (give) his instructions to clarify the procedural issues.

17. The thieves are sure that they \_\_\_<sup>19</sup> (drive) for 6 hours when the police discover the robbery in the morning.

18. At this time tomorrow morning the police inspector \_\_\_<sup>20</sup> (interrogate) the eye-witness of the act of vandalism.

19. By the end of this term the law students \_\_\_<sup>21</sup> (study) many legal terms and concepts.

**Exercise 6.** Fill in the gaps with the appropriate legal phrasal verb or idiom from the box of words below to complete the given sentences:

grease someone's palm	feather your own nest	keep your nose clean
the jury is still out	lay down the law	under the table
a law unto themselves	above the law	a vested interest
is caught red-handed	fall from grace	cooks the accounts
by the book	a slap on the wrist	above board
cooks the books	red tape	cover your tracks
mend your ways	to face the music	beats the rap



1. If someone gives you \_\_\_\_\_<sup>1</sup>, they give you a mild punishment for making a mistake or doing something wrong.
2. If you have \_\_\_\_\_<sup>2</sup> in something, you have a strong personal interest in it because you stand to gain from it.
3. If something is \_\_\_\_\_<sup>3</sup>, it's been done in a legal and honest way.
4. If someone is \_\_\_\_\_<sup>4</sup>, they are not subject to the laws of a society.
5. If somebody is \_\_\_\_\_<sup>5</sup>, they do things their own way; follow their own ideas about how to live instead of following what others do.
6. If someone \_\_\_\_\_<sup>6</sup>, they avoid being found guilty of a crime.
7. If you do something \_\_\_\_\_<sup>7</sup>, you do it strictly according to the rules or the official procedures.
8. If someone \_\_\_\_\_<sup>8</sup>, they are caught in the act of doing something wrong such as cheating or stealing.
9. If someone \_\_\_\_\_<sup>9a</sup>, or \_\_\_\_\_<sup>9b</sup>, they keep inaccurate accounts for a business, usually in order to pay less tax.
10. If you \_\_\_\_\_<sup>10</sup>, you make sure no-one can find evidence of what you've done.
11. If someone has \_\_\_\_\_<sup>11</sup>, they have to accept the consequences of doing something wrong.
12. If you \_\_\_\_\_<sup>12</sup>, you do something that results in a loss of respect and support, especially among those who influence your life or career.
13. If you \_\_\_\_\_<sup>13</sup>, you use your position or your job illegally for personal gain.
14. If you \_\_\_\_\_<sup>14</sup>, you pay them a bribe.
15. If you \_\_\_\_\_<sup>15</sup>, you stay out of trouble by making sure you

don't do anything wrong.

16. If you \_\_\_\_\_<sup>16</sup>, you tell people what they should do in a forceful and stern way.

17. If you \_\_\_\_\_<sup>17</sup>, you improve your behavior and stop doing things that cause trouble.

18. Strict adherence to rules and regulations so that a procedure seems to take longer than necessary is called \_\_\_\_\_<sup>18</sup>.

19. We can say \_\_\_\_\_<sup>19</sup> when a decision still hasn't been made about something.

20. If something is done \_\_\_\_\_<sup>20</sup>, it's done secretly, usually because it's illegal or unethical.

**Exercise 7.** Choose the best phrasal verb for the definition given. Choose from the given multiple choice options below each definition:

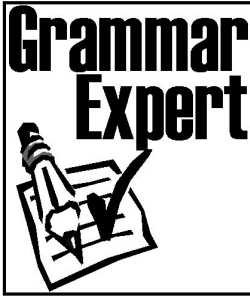
<p><b>1. to remain informed</b></p> <p>a) keep down; b) keep up on; c) keep up</p>	<p><b>2. to remain valid</b></p> <p>a) stand over; b) stand out against; c) stand up in</p>	<p><b>3. to examine/ inspect</b></p> <p>a) look over; b) look for; c) look after</p>
<p><b>4. to set in order</b></p> <p>a) make up; b) make out; c) make with</p>	<p><b>5. to reach successfully</b></p> <p>a) get across; b) get across; c) get back</p>	<p><b>6. to gather</b></p> <p>a) get by; b) get out; c) get together</p>
<p><b>7. to make clear</b></p> <p>a) get along; b) get across; c) get away</p>	<p><b>8. to try cautiously</b></p> <p>a) feel out; b) feel up; c) feel in</p>	<p><b>9. to represent</b></p> <p>a) stand by; b) stand down; c) stand for</p>
<p><b>10. to depend on</b></p> <p>a) stand in b) stand on; c) stand off</p>	<p><b>11. to investigate</b></p> <p>a) go into; b) go off; c) go out</p>	<p><b>12. to increase in price</b></p> <p>a) go with; b) go up; c) go for</p>
<p><b>13. to gain acceptance</b></p> <p>a) go over; b) go under; c) go down</p>	<p><b>14. to escape</b></p> <p>a) run away; b) run along; c) run down</p>	<p><b>15. to keep company</b></p> <p>a) run through; b) run with; c) run over</p>
<p><b>16. to be exhausted</b></p> <p>a) run out; b) run against; c) run off</p>	<p><b>17. to admire</b></p> <p>a) look up to; b) look to; c) look in on</p>	<p><b>18. to stay away from</b></p> <p>a) keep to; b) keep over; c) keep off</p>



## It is interesting to know

<http://library.thinkquest.org/2947/capitalization.html>

### Capitalization



*When writing, it is important to capitalize certain words. Here are some rules that will tell you all you need to know about capitalization:*

- 1) Capitalize first, last, and middle names of people, languages, races, nationalities, and religions.
- 2) Capitalize important words that are in titles of historical events, documents, and periods of time.

3) Capitalize the abbreviations of titles, organizations, and states.

4) Capitalize all important words in the titles of organizations.

5) Capitalize the titles of a course but not a subject.

*Example:* a) My best subject is math *but* b) My best class is Algebra.

6) Capitalize the first words in each sentence. You should also capitalize the first word in direct quotes, but not indirect quotes.

7) Capitalize words that show a particular section of the country.

*Example:* a) The Southern Coast is beautiful; b) I live in the South.

8) Capitalize words that are used as names. Sometimes certain words are used as names. *Example:* How are you, Mom?

9) Capitalize the names of week days, months, and holidays. It is important though, that you do not capitalize the names of seasons.

10) You should capitalize the names of businesses. You should also capitalize the names of their products.

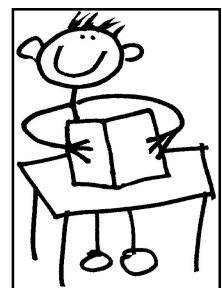
11) You need to capitalize titles that are used as names, such as Mayor Glenda Hood and Vice-President Al Gore.

12) Capitalize the first, and last words in the titles of written works, along with all other important words in the title.



## Have Fun! Lawyer Jokes!

An old man has been waiting for the bus at the bus stop. After few minutes, the bus arrives but did not stop at the bus stop. The man thought it will stop a bit further so he starts running after the bus. Unfortunately, the bus never stops. It keeps running. The uncle keeps following the bus until he realizes that he arrives home already. The man is very happy that he can save a bit of money today. He happily told his wife, "Honey, you know, today I ran after the bus until arriving home. I don't have to pay the bus fee!" "Stupid", instead of compliment, the wife surprisingly blames her husband. "Do you know how much you can save, if you ran after taxi?"





## Your Final Evaluation Test

**Exercise 1:** Put the verbs in brackets into the correct tense-forms:

a) Choose btw Perfect (Present, Past, Future, Future-in the-Past) and Perfect Continuous (Present, Past, Future, Future-in the-Past) tenses:

1. The purchasing manager \_\_\_ just \_\_\_<sup>1</sup> (throw us a curve) (=mislead/deceive) when he said that he would not need any of our products until next year.
2. We were told off the record (=confidentially) that by the next month the company \_\_\_<sup>2</sup> (have) financial problems for 4 months.
3. Recently we \_\_\_<sup>3</sup> (work) very hard to find a solution to the problems with the computer supplier.
4. Everyone at the meeting \_\_\_<sup>4</sup> (forget) about the salary dispute until it was mentioned by our boss.
5. His outspoken views \_\_\_<sup>5</sup> (only bring) him into conflict with the president before the elections.
6. The salesman complained that he \_\_\_<sup>6</sup> (receive) unfair treatment from his boss since 1998.
7. I delivered a legal announcement to my employer that I \_\_\_<sup>7</sup> (leave) by the end of two weeks.
8. The politician \_\_\_<sup>8</sup> (sit) squarely in the middle of the fence (=not making a clear choice) since the election.
9. The man knew that he had no excuse for what he \_\_\_<sup>9</sup> (do) so all that he could do was throw him at the mercy of the court and hope for a light sentence.
10. An American law firm \_\_\_<sup>10</sup> (just be notified) that a deal it was negotiating with a large German drug manufacturer on behalf of one of its biggest clients, a famous American pharmaceutical, fell through.
11. The man explained what \_\_\_<sup>11</sup> (happen) at the scene of the crime while he was under oath at the trial.
12. When the trial began the judge \_\_\_<sup>12</sup> (try) to bring the lawyers from both sides back to the facts of the case for half an hour at least.
13. Before you buy a new car, make sure that it \_\_\_<sup>13</sup> (conform) to the official European safety standards.
14. The police feared that the crowd \_\_\_<sup>14</sup> (become) disorderly (=angry and violent) so they moved in with horses.
15. Ever since our secretary walked out, the office \_\_\_<sup>15</sup> (be) in a state of total or utter chaos.

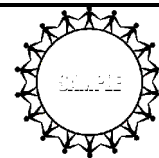
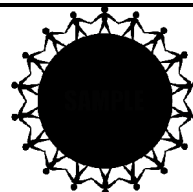
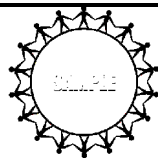
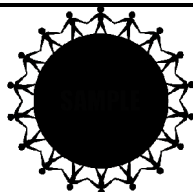
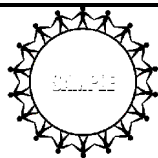
16. The fertilizers and pesticides used on many farms \_\_\_\_<sup>16</sup> (pollute) the water supply for decades.
17. Energy conservation \_\_\_\_<sup>17</sup> (reduce) your fuel bills and helped the environment by the time you join the Greenpeace movement.
18. The country \_\_\_\_<sup>18</sup> (be plunged) into a state of anarchy and chaos since the inconclusive election.
19. The court clerks \_\_\_\_<sup>19</sup> (exactly follow) the rules when they deal with any procedural court matters.
20. The court clerk announced that the judge \_\_\_\_<sup>20</sup> (hand) the final verdict down by the next morning.
21. The gang admitted before the Criminal court yesterday that they \_\_\_\_<sup>21</sup> (commit) those four recent sensational bank robberies.
22. He has a stack (=a large amount) of computer equipment he \_\_\_\_<sup>22</sup> (knock off) (=steal smth.) from various shops.
23. It was predicted that a comet \_\_\_\_<sup>23</sup> (collide) with one of the planets by some time in the nearest future.
24. He \_\_\_\_<sup>24</sup> (not drive) since his smash-up (=an accident) two years ago.
25. The police reported, that the victim's car \_\_\_\_<sup>25</sup> (be completely written off) (=damaged so badly that it cannot be repaired) in the accident.
26. Many people \_\_\_\_<sup>26</sup> (be injured) when the train comes off the rails and ploughs into the rampart.
27. By the time we reached the opposite bank, the boat \_\_\_\_<sup>27</sup> (only sink) to the bottom of the river too fast with no chance to survive.
28. Police \_\_\_\_<sup>28</sup> (issue) the press with a photograph of the prime suspect.
29. New pedestrian pathways \_\_\_\_<sup>29</sup> (be built) alongside the road by the World Cup 2018.
30. The office \_\_\_\_<sup>30</sup> (issue) permits to all its employees by Tuesday or Thursday morning.
31. We all just hope his healthy body \_\_\_\_<sup>31</sup> (be able) to fight off the illness naturally without the use of medicine.
32. She \_\_\_\_<sup>32</sup> (live) in Australia for a long time, and recently she was naturalized.

b) Put at least 1 question to each of the sentences: \_\_\_\_\_

c) Put the above sentences into Positive or Negative form depending on the given context: \_\_\_\_\_

d) Put the above sentences into Passive/ or Active depending on the form given and where it is possible: \_\_\_\_\_

**Exercise 2.** Complete the sentences with the best definition for the phrasal verb/ idiom from the multiple choice options below each word/ expression:



<p><b>1. face the music</b>  <i>James will have to face the music when he ...</i>            a) goes to a concert;            b) goes to hospital;            c) goes to court</p>	<p><b>2. fall from grace</b>  <i>One of world's best-known boxers fell from grace because he ...</i>            a) won the world heavyweight title;            b) was found guilty of rape;            c) had tattoos on his face</p>
<p><b>3. feather your own nest</b>  <i>Government officials in the Republic of Cuba feather their own nests by...</i>            a) catching birds;            b) taking bribes;            c) working hard</p>	<p><b>4. grease someone's palm</b>  <i>It was obvious that many people had greased the chief of police's palm because he ...</i>            a) had become very poor;            b) had become very rich;            c) had become very greasy</p>
<p><b>5. keep your nose clean</b>  <i>If George doesn't keep his nose clean he'll ...</i>            a) go to jail;            b) get sick;            c) get smelly</p>	<p><b>6. lay down the law</b>  <i>If someone lays down the law, they tell people what they have to do in ...</i>            a) a quiet and gentle way;            b) a funny and lively way            c) a serious and stern way</p>
<p><b>7. mend your ways</b>  <i>If Harry doesn't mend his ways, he could ...</i>            a) get some new ones;            b) end up in jail;            c) be very successful</p>	<p><b>8. red tape</b>  <i>The red tape makes getting government approval take ...</i>            a) a long time;            b) a short time;            c) a good time</p>
<p><b>9. the jury is still out</b>  <i>The jury's still out on whether the new drug works because ...</i>            a) the jury is still doing some tests;            b) people being tested aren't getting sick;            c) the test results are still being analyzed</p>	<p><b>10. under the table</b>  <i>Newspapers reported that some basketball referees have received under-the-table payments for ...</i>            a) refereeing their games;            b) influencing the score in some games;            c) playing golf in their free time</p>

**Exercise 3.** Examine the sentences given below; recognize all nouns, adjectives and pronouns; underline them; state *the type/ form*; give the *Degrees of Comparison of adjectives* if possible (some are incomparable!):

*Example:* The police have no definitive proof of her guilt.// The (adj. determiner) police (n) have no (adj. quantifier) definitive (adj.; incomparable=final) proof (n) of her (possessive personal pron.) guilt (n).

1. Thousands of political dissidents have been interrogated and then imprisoned in recent weeks.
2. The rebels took over the capital and set up a new government.
3. Lobbyists for the tobacco industry have expressed concerns about the restriction of smoking in public places.
4. His answer demonstrated a complete lack of understanding of the question.
5. I don't care about the rights and wrongs of this personal matter. I just want you both to stop arguing.
6. Talking about the world's problems is one thing, but solving them is another matter altogether
7. The lawyer said that he was unable to help us because our complicated case fell outside his specialization.
8. Stocks are regarded as good long-term investments.
9. There's been a significant investment of time and energy in order to make the project a success.
10. Students are encouraged to take an investigative approach to learning.
11. They're the only team to have won ten straight games this season.
12. Do not miss this unique opportunity to buy all six pans at half the recommended price.
13. The car is five years old but is in almost perfect condition.
14. He made the fatal mistake of believing what they told him.
15. The new reforms have not met with universal approval within the government.
16. He admitted that the party had followed policies which were now considered as wrong-headed.
17. She looked over the cliff and found she was standing at the edge of a vertical drop.
18. The city centre's quite lively during the day, but it's totally dead at night.
19. He's the right person for the job though he likes to be seen in the right clubs and restaurants.
20. As a unique office within Government, the Parliamentary Counsel Office should have its own plain English drafting policies.



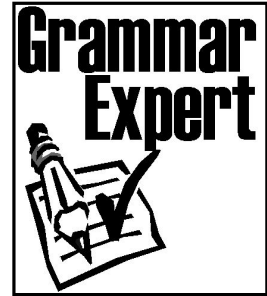


## It is interesting to know

From <http://www.legalenglishtest.org/>

### International Legal English Certificate (ILEC) Exams

**English** is an essential tool for any lawyer working with international matters. It is the *lingua franca* (=bridge language) of the legal profession, of business and of international affairs. Legal employers need a tool to assess whether their legal staff and prospective employees have a sufficient level of English to be able to communicate efficiently with clients, colleagues and professionals in other countries, and to handle information written in English. At the same time, law students and newly-qualified lawyers need to be able to prove that they have these skills.



**The Cambridge ILEC** – International Legal English Certificate – meets these needs. **ILEC** – is a high-level examination designed to determine whether candidates whose first language is not English have an adequate level of English to function efficiently, in terms of language ability, in the international legal environment. **ILEC** – is a Cambridge ESOL examination (the University of Cambridge), produced in co-operation with the TransLegal Group. **Cambridge ESOL** produces the Cambridge ESOL examinations – the world's leading range of certificated exams for learners of English ([www.cambridgeesol.org](http://www.cambridgeesol.org)). **TransLegal** is Europe's leading firm of lawyer-linguists: in-house, bilingual lawyers versed in the complexities of the Anglo-American and continental European legal systems who provide high quality legal translations, instruction, and live and online training in legal English ([www.translegal.com](http://www.translegal.com)).

**ILEC** – is for *law students* (who are seeking employment in an international commercial law context/ intending to study law where the course includes a significant English language content, either in their own country or abroad) and *practicing lawyers* (who are seeking employment in an international commercial law context/ seeking promotion within their own organizations/ learning English as part of a training program). Lawyers operating in an international legal context require an advanced level of English and the test allows candidates to demonstrate that they have the necessary level of language skills. **ILEC** is linked to the Common European Framework of Reference for Modern Languages (**CEFR**) and the Association of Language Testers in Europe (**ALTE**) frameworks of levels. The exam is set at CEFR levels B2-C1. Results at C1 level may be used as proof of the level of language necessary to work at a managerial or professional level or to follow a course of academic study at university.



## Your Short Glossary of Essential Grammar Terms (with Russian equivalents)

№	Term	English Definition	Russian equivalent
1	<b>Abbreviation</b>	A shortened form of <i>a word</i> or <i>expression</i> : <i>e.g.</i> , Conn. – for Connecticut (USA)	Аббревиатура (сокращение)
2	<b>Abstract Noun</b>	It names <i>an idea, event, quality</i> , or <i>concept</i> , <i>e.g.</i> , courage; freedom	Отвлечённое существительное
3	<b>Acronym</b>	A word constructed by combining <i>the initial letters</i> of the principal words in a phrase: <i>e.g.</i> , NATO, etc.	АКРОНИМ// Звуковая аббревиатура
4	<b>Action Verb</b>	Specifies the action performed by the subject: <i>e.g.</i> , to hit the ball.	Глагол действия; активный глагол
5	<b>Active Voice</b>	One of two <i>voices</i> in English; a direct form of expression where the subject of the sentence performs/ causes the action expressed by the verb.	Активный залог
6	<b>Adjective</b>	Describes a noun/ pronoun and have three (3) forms or degrees: <i>Positive</i> – new; <i>Comparative</i> – newer; <i>Superlative</i> – the newest. They answer the questions: <i>which? what kind of? how many?</i>	Прилагательное // степени сравнения: положительная; сравнительная; превосходная
7	<b>Adverb</b>	Modifies verbs, adjectives, or other adverbs. Adverbs answer such questions as: <i>how? when? where?</i>	Наречие
8	<b>Adverb clause</b>	A dependent clause that describes an action and answers such questions as: <i>when, where, how</i> or <i>in what circumstances?</i>	Обстоятельное придаточное предложение
9	<b>Adverb of degree</b>	An adverb that answers such questions as: <i>how much? to what extent?</i>	Наречие степени
10	<b>Adverb of frequency</b>	An adverb that answers the question: <i>how often?</i>	Наречие частотности
11	<b>Adverbial phrase</b>	A group of words that acts like an adverb <i>to modify a verb</i> (action)	Обстоятельный оборот (группа)
12	<b>Agreement</b>	The correspondence of a verb with	Согласованность/

	(concord)	its subject in <i>person</i> and <i>number</i> and of a pronoun with its antecedent in <i>person</i> , <i>number</i> , and <i>gender</i> .	согласование
13	<b>Affirmative</b>	Statement that expresses/ claims to express truth/ "yes" meaning; opposite of <i>negative</i> .	Утвердительная форма предложения
14	<b>Affix</b> (Synonyms: <b>prefix, suffix</b> )	Language unit ( <i>morpheme</i> ) that occurs before/ after/ sometimes within the root or stem of a word: e.g.: un- in unhappy (prefix), -ness in happiness (suffix)	Аффикс// приставка, суффикс, постфикс, флексия
15	<b>Apostrophe</b>	The punctuation mark (') that indicates a) <i>possession</i> , or b) <i>that a letter is missing in a contraction</i> .	Апостроф// знак'; надстрочная запятая
16	<b>Article:</b> definite article; indefinite article	A determiner used <i>before a noun</i> . The "indefinite" articles are <i>a</i> and <i>an</i> . The "definite article" is <i>the</i> .	Артикль: определённый; неопределённый
17	<b>Aspect</b>	The form which shows how the meaning of a verb is considered in relation to <i>time</i> , typically expressing whether an action is <i>complete</i> , <i>repeated</i> or <i>continuous</i> .	Вид
18	<b>Auxiliary verb</b>	A verb that is used with the main verb <i>to help indicate something</i> such as <i>tense</i> or <i>voice</i> . The most common <i>auxiliaries</i> are forms of <i>be</i> , <i>do</i> , and <i>have</i> .	Вспомогательный глагол
19	<b>Case:</b> common; nominative; genitive; possessive	The form of a noun or pronoun that reflects its <i>grammatical function</i> in a sentence as <i>subject</i> (they), <i>object</i> (them), or <i>possessor</i> (their).	Падеж: общий; именительный; родительный; притяжательный
20	<b>Clause:</b> main; principal; subordinate	A group of related words that contains <i>a subject</i> and <i>predicate</i> .	Предложение: главное; придаточное
21	<b>Collocation</b>	A word/ phrase which is frequently used with another word/ phrase, in a way that sounds correct to the native speakers of the language; <i>a sequence of words/ terms</i> that co-occur more often than would be	Сочетание слов (в предложении и т. п.)/ словосочетание

		expected by chance. <i>e.g.</i> : heavy rain; strong tea; ins & outs, etc.	
22	<b>Comparative</b>	A form of <i>an adjective</i> or <i>adverb</i> made with "-er" or "more" that is used to show differences or similarities between two things.	Степень сравнения (сравнительная)
23	<b>Compound noun</b>	A noun that is made up of more than one word; can be one word/hyphenated/ separated by a space.	Сложное существительное
24	<b>Conditional sentence</b>	A structure where one action depends on another ("if-then" or "then-if" structure); most common are <i>1st, 2nd, and 3rd conditionals</i> .	Условное предложение
25	<b>Conjugate</b>	To show the different forms of a verb according to <i>voice, mood, tense, number</i> and <i>person</i> .	Спрягать (спряжение глаголов)
26	<b>Conjunction</b>	A word that joins or connects two parts of a sentence; connects <i>words, phrases</i> and <i>clauses</i> .	Союзное слово; союз
27	<b>Continuous (progressive)</b>	A verb form ( <i>an aspect</i> ) indicating actions that are <i>in progress/ continuing over a given time period</i> (past, present or future); formed with "be" + "verb-ing"	Продолженное (длительное) время
28	<b>Contraction</b>	Shortening of two or more words into <i>one</i> : <i>e.g.</i> : isn't (is not), we'd've (we would have)	Стяжение; контрактура; сокращение
29	<b>Countable noun</b>	Things that you can <i>count</i> .	Исчисляемое существительное
30	<b>Dependent clause</b>	A part of a sentence that contains a subject and a verb but <i>does not form a complete thought</i> and cannot stand on its own.	Подчинённое предложение
31	<b>Determiner</b>	A word such as <i>an article</i> or <i>a possessive adjective</i> or <i>other adjective</i> that typically comes at the beginning of noun phrases.	Определяющее слово
32	<b>Direct speech</b>	Saying what someone has said by using their <i>exact words</i> .	Прямая речь
33	<b>Embedded question</b>	A question that is not in a normal question form with a question	Встроенный/ косвенный

		mark; it occurs <i>within another statement or question</i> and generally follows statement structure.	вопрос
34	<b>Finite verb</b>	A verb form that has <i>a specific tense, number and person</i> .	Личный глагол (спрягаемый)
35	<b>First conditional</b>	"If-then" conditional structure used <i>for future actions or events that are seen as realistic possibilities</i> .	Условное предложение 1-го типа
36	<b>Function</b>	A <i>purpose</i> or "job" of a word form or element in a sentence.	Функция
37	<b>Future continuous (progressive) tense</b>	Tense used to describe things that <i>will happen in the future at a particular time</i> ; formed with WILL + BE + VERB-ing	Будущее продолженное (длительное) время
38	<b>Future perfect tense</b>	Tense used to express <i>the past in the future</i> ; formed with WILL HAVE + VERB-ed	Будущее совершённое время
39	<b>Future perfect continuous tense</b>	Tense used to show <i>that something will be ongoing until a certain time in the future</i> ; formed with WILL HAVE BEEN + VERB-ing	Будущее совершённо-продолженное время
40	<b>Future simple tense</b>	Tense used to describe <i>something that hasn't happened yet such as a prediction or a sudden decision</i> ; formed with WILL + BASE VERB	Будущее неопределённое время
41	<b>Gender</b>	The grammatical arrangement of nouns, pronouns or adjectives into masculine/ feminine/ neuter type.	Род
42	<b>Gerund</b>	A noun form of a verb, formed with VERB-ing	Герундий
43	<b>Helping verb</b>	Another term for <i>auxiliary verb</i> .	Вспомогательный глагол
44	<b>Idiom</b>	An expression that has <i>a figurative meaning</i> separate from the literal meaning/ definition of the words of which it is made. <u>E.g.</u> : face the music = go to the court	Идиома// фразеологический оборот
45	<b>Imperative mood</b>	A form of verb used <i>when giving a command</i> ; formed with the BASE VERB only.	Повелительное наклонение
46	<b>Independent</b>	A group of words that expresses a	Независимое

	<b>clause</b> (main clause)	<i>complete thought and can stand alone as a sentence.</i>	(главное) предложение
47	<b>Indirect question</b>	Another term for <i>embedded question</i> .	Косвенный вопрос
48	<b>Indirect speech</b>	Saying what someone said <i>without using their exact words</i> .	Косвенная речь
49	<b>Infinitive verb</b>	A base form of a verb preceded by "to".	Неопределённая форма глагола (инфинитив)
50	<b>Interjection</b>	A common word that <i>expresses emotion</i> but has no grammatical value; can often be used alone; is followed by <i>an exclamation mark</i> .	Междометие/ восклицание
51	<b>Interrogative</b>	A formal sentence type typically inverted normally used when <i>asking a question</i> .	Вопросительная форма предложения
52	<b>Inversion</b>	Any <i>reversal</i> of the normal word order, especially placing the auxiliary verb before the subject; used in a variety of ways, as in <i>question formation, conditional clauses and agreement or disagreement</i>	Инверсия/ перестановка/ изменение нормального порядка слов на обратный
53	<b>Irregular verb</b>	A verb that has a different ending for <i>past tense</i> and <i>past participle forms</i> than the regular "-ed".	Неправильный глагол
54	<b>Lexicon, lexis</b>	All of the words and word forms in a language with certain meaning or function.	Словарный запас
55	<b>Linking verb</b>	Verbs that connect the subject to more information but do not indicate action, such as <i>be/ seem</i>	Глагол-связка
56	<b>Main clause</b>	Another term for <i>independent clause</i> .	Главное предложение
57	<b>Main verb</b> (lexical verb)	Any verb in a sentence that is not an auxiliary verb; <i>a main verb</i> has meaning on its own.	Основной глагол
58	<b>Modal verb</b> (modal)	<i>Auxiliary verb</i> such as <i>can, could, must, should, etc.</i> ; paired with the bare infinitive of a verb.	Модальный глагол
59	<b>Modifier</b>	A word or phrase that modifies and	Модификатор/

		limits the meaning of another word.	определение
60	<b>Mood:</b> Indicative; Imperative; Subjunctive	A sentence type that indicates the speaker's view towards the degree of reality of what is being said, e.g., <i>subjunctive, indicative, imperative</i>	<b>Наклонение:</b> изъявительное; повелительное; сослагательное
61	<b>Negative</b>	A form which changes a "yes" meaning to a "no" meaning; <i>opposite of affirmative.</i>	Отрицательная форма
62	<b>Noun:</b> common; proper; abstract; collective; material	A part of speech that names a <i>person, place, thing, quality, quantity, idea or concept.</i> Most nouns have a <i>plural form</i> and a <i>possessive form.</i>	Существительное нарицательное; собственное; отвлечённое; собирательное; вещное
63	<b>Noun clause</b>	A clause that takes <i>the place of a noun</i> and cannot stand on its own; often introduced with words such as <i>that, who</i> or <i>whoever.</i>	Именное придаточное предложение
64	<b>Noun phrase (NP)</b>	Any word or group of words <i>based on a noun or pronoun</i> that can function in a sentence as a <i>subject, object</i> or <i>prepositional object</i> ; can be one word or many words; can be <i>very simple</i> or <i>very complex.</i>	Конструкции с существительным
65	<b>Number:</b> singular; plural	A change of word form indicating one person or thing ( <i>singular</i> ) or more than one person or thing ( <i>plural</i> ).	Число: единственное; множественное
66	<b>Numeral</b> cardinal; ordinal	A symbol that represents a <i>number.</i>	Числительное: количественное; порядковое
67	<b>Object</b>	<i>A thing or person affected by the verb; the noun or pronoun that completes a prepositional phrase or the meaning of a transitive verb: direct object</i> (a noun phrase in a sentence that directly receives the action of the verb) and <i>indirect object</i> (a noun phrase representing	Дополнение (прямое дополнение; косвенное дополнение)

		the person or thing indirectly affected by the action of the verb).	
68	<b>Part of speech</b>	One of the classes into which words <i>are divided according to their function in a sentence.</i>	Часть речи
69	<b>Participle</b>	A verb form that can be used as <i>an adjective</i> or <i>a noun</i> ; there are: <i>past participle</i> and <i>present participle</i> .	Причастие
70	<b>Passive voice</b>	One of two voices in English; an indirect form of expression in which the subject receives the action.	Пассивный залог
71	<b>Past tense (simple past)</b>	Tense used to talk <i>about an action, event or situation that occurred and was completed in the past.</i>	Прошедшее неопределённое время
72	<b>Past continuous tense</b>	Tense that refers to <i>the past in the past</i> ; formed with HAD + VERB-ed.	Прошедшее продолженное (длительное) время
73	<b>Past perfect continuous tense</b>	Tense that refers to <i>action that happened in the past and continued to a certain point in the past</i> ; formed with HAD BEEN + VERB-ing	Прошедшее совершённо-продолженное время
74	<b>Past participle tense</b>	A verb form (V3) – usually made by adding "-ed" to the base verb – typically used <i>in perfect and passive tenses</i> , and sometimes as <i>an adjective</i> .	Прошедшее причастие
75	<b>Perfect tense</b>	A verb form specifically <i>an aspect</i> ; formed with HAVE/HAS + VERB-ed ( <i>present perfect</i> ) or HAD + VERB-ed ( <i>past perfect</i> ).	Совершённое время
76	<b>Person</b>	A grammatical category that <i>identifies people in a conversation</i> ; there are <i>three persons</i> : 1st person (pronouns I/me, we/us) is the speaker(s), 2nd person (pronoun you) is the listener(s), 3rd person (pronouns he/him, she/her, it, they/them) is everybody/	Лицо



		everything else.	
77	<b>Personal pronoun</b>	A pronoun that indicates <i>person</i> .	Личное местоимение
78	<b>Phrasal verb</b>	A multi-word verb formed with a verb + adverb.	Фразовый глагол
79	<b>Phrase</b>	Two or more words that have a single function and form part of a sentence; phrases can be <i>noun, adjective, adverb, verb</i> or <i>prepositional</i> .	Фраза
80	<b>Plural</b>	Of a noun/ form indicating <i>more than one person or thing</i> ; plural nouns are usually formed by adding "-s".	Множественное число
81	<b>Position</b>	A grammatically correct <i>placement of a word form in a phrase or sentence</i> in relation to other word forms.	Положение слова в предложении или фразе/ местоположение
82	<b>Positive</b>	A basic state of an adjective or adverb when it shows <i>quality</i> but not comparative or superlative.	Положительная степень сравнения
83	<b>Possessive adjective</b>	Adjective (also "determiner") based on a pronoun: <i>my, your, his, her, its, our, their</i> .	Притяжательное прилагательное
84	<b>Possessive case</b>	A case form of a pronoun indicating ownership or possession: <i>mine; hers, etc.</i>	Притяжательный падеж
85	<b>Possessive pronoun</b>	Pronoun that indicates ownership or possession: <i>mine; hers, etc.</i>	Притяжательное местоимение
86	<b>Predicate</b>	One of the two main parts ( <i>subject</i> and <i>predicate</i> ) of a sentence; the predicate is the part that is not the subject.	Сказуемое
87	<b>Prefix</b>	Affix that occurs <i>before the root or stem of a word</i> .	Приставка (префикс)
88	<b>Preposition</b>	A part of speech that typically comes <i>before a noun phrase</i> and shows some <i>type of relationship between that noun phrase and another element</i> (including relationships of time, location,	Предлог

		purpose, etc.): <i>at, in, for, etc.</i>	
89	<b>Present participle</b>	-ing form of a verb except when it is a gerund or verbal noun.	Настоящее причастие
90	<b>Present simple (simple present) tense</b>	Tense usually used to describe <i>states and actions that are general, habitual</i> or (with the verb "to be") <i>true right now</i> ; formed with the basic verb (+ s for 3rd person singular)	Настоящее неопределённое время
91	<b>Present continuous (progressive) tense</b>	Tense used to describe <i>action that is in process now, or a plan for the future</i> ; formed with BE + VERB-ing.	Настоящее продолженное (длительное) время
92	<b>Present perfect tense</b>	Tense that <i>connects the past and the present</i> , typically used to express <i>experience, change or a continuing situation</i> ; formed with HAVE + VERB-ed.	Настоящее совершённое время
93	<b>Present perfect continuous tense</b>	Tense used to describe <i>an action that has recently stopped or an action continuing up to now</i> ; formed with HAVE + BEEN + VERB-ing.	Настоящее совершённо-продолженное время
94	<b>Progressive tense</b>	Another term for <i>continuous</i> .	Продолженное (длительное) время
95	<b>Pronoun</b>	A word that replaces <i>a noun or noun phrase</i> ; there are several types including <i>personal pronouns, relative pronouns, indefinite pronouns, etc.</i>	Местоимение
96	<b>Proper noun</b>	A noun that is <i>capitalized</i> at all times and is <i>the name of a person, place or thing</i> .	Имя собственное
97	<b>Quantifier</b>	A determiner or pronoun that indicates <i>quantity: some, many, all</i> .	Выражение количества// квантификатор
98	<b>Question tag</b>	A final part of a tag question; mini-question at end of a tag question.	Вопрос-переспрос
99	<b>Reflexive pronoun</b>	A pronoun ending in <i>-self or -selves</i> , used <i>when the subject and</i>	Возвратное местоимение

		<i>object are the same, or when the subject needs emphasis.</i>	
100	<b>Regular verb</b>	A verb that has "-ed" as the ending for <i>past tense</i> and <i>past participle</i> forms.	Правильный глагол
101	<b>Reported speech</b>	Another term for <i>indirect speech</i> .	Косвенная речь
102	<b>Second conditional</b>	"if-then" conditional structure used to talk about <i>an unlikely possibility in the future</i> .	Условное предложение 2-го типа
103	<b>Sentence</b>	The largest <i>grammatical unit</i> ; a sentence must always include <i>a subject</i> (except for imperatives) and <i>predicate</i> ; a written sentence starts with <i>a capital letter</i> and ends with <i>a full stop/ period</i> (.), <i>question mark</i> (?) or <i>exclamation mark</i> (!); it contains a complete thought such as <i>a statement/ question/ request/ command</i> .	Предложение
104	<b>Singular</b>	Of a noun or form indicating <i>exactly one person or thing</i> .	Единственное число
105	<b>Subject</b>	One of the two main parts ( <i>subject</i> and <i>predicate</i> ) of a sentence; <i>the subject</i> is the part that is not the predicate; typically, the subject is the first noun phrase in a sentence and is what the rest of the sentence "is about".	Подлежащее
106	<b>Subjunctive mood</b>	Typically used to talk about <i>events that are not certain to happen</i> , usually something that <i>someone wants, hopes or imagines will happen</i> ; formed with BARE INFINITIVE (except past of "be")	Сослагательное наклонение
107	<b>Suffix</b>	Affix that occurs <i>after the root or stem of a word</i> .	Суффикс
108	<b>Superlative</b>	Adjective or adverb that describes <i>the extreme degree of something</i> .	Превосходная степень
109	<b>Tag-question</b>	A special construction with statement that ends in a mini-	Разделительный вопрос

		question or <i>a question tag</i> ; usually used to obtain confirmation.	
110	<b>Tense:</b> Future; Present; Past	A form of a verb that shows us <i>when the action or state happens</i> .	Время
111	<b>Third conditional sentence</b>	"if-then" conditional structure used to talk about <i>a possible event in the past that did not happen and is therefore now impossible</i> .	Условное предложение 3-го типа
112	<b>Transitive verb</b>	Action verb that has <i>a direct object</i> (receiver of the action) while <i>intransitive verb</i> does not take a <i>direct object</i> .	Переходный глагол
113	<b>Uncountable noun</b> – mass/ non-count nouns	Things that <i>you cannot count</i> , such as <i>substances</i> or <i>concepts</i> .	Неисчисляемое существительное
114	<b>V1, V2, V3</b>	Referring to Verb 1, Verb 2, Verb 3 - being <i>the base, past</i> and <i>past participle</i>	Глагольные формы 1, 2 и 3-го типов
115	<b>Verb</b>	A word that describes <i>the subject's action/ state that we can change/ conjugate tense</i> and <i>person</i> .	Глагол
116	<b>Voice:</b> Active; Passive	A form of a verb that shows <i>the relation of the subject to the action</i> .	Залог: Активный; Пассивный
117	<b>WH-question</b>	A question using a WH-word and expecting <i>an answer that is not "yes" or "no"</i> ; WH questions are also called " <i>open</i> " questions.	Специальный вопрос
118	<b>Word order</b>	<i>An order or sequence</i> in which words occur <i>within a sentence</i> ; basic word order for English is <i>subject-verb-object</i> or <i>SVO</i> .	Порядок слов
119	<b>Yes-no question</b>	A question to which <i>the answer is yes or no</i> ; these questions are also called " <i>closed</i> " questions.	Общий вопрос
120	<b>Zero conditional sentence</b>	"if-then" conditional structure used <i>when the result of the condition is always true</i> (based on fact): <i>e.g.:</i> "If you dial 0, the operator comes on".	Нулевое условие (условное предложение, выражающее истинность ситуации)



## Answers and Solutions to the exercises and tasks

(which may cause questions or confusion)

**p. 9 Ex. A:** 1-many; 2-much; 3-many; 4-many; 5-many; little; 6-most; 7-little; 8-much; more; most; 9-fewer; 10-few; 11-little; 12-a lot of; 13-few; 14-a lot of; 15- little; 16-many; 17-much; 18- a little; 19-little; 20-a lot of

**p.10 Ex. B:** 1-F (how much); 2-F (some); 3-T; 4-F (are a lot); 5-T; 6-F (no one here knows anything!); 7-F (any); 8-F (some; or no); 9-T; 10-F (a lot of...); 11-T; 12-T; 13-F (aren't many...); 14-F (any); 15-T; 16-T; 17-F (any).

**p. 11 Ex. C:** 1-j (1); 2-f (3); 3-o (4); 4-u (1); 5-a (6); 6-I (7); 7-c (1); 8-r (4); 9-n (5) 10-w (6); 11-h (6); 12-e (2); 13-d (1); 14-t (2); 15-b (4); 16-s (6); 17-l (2); 18-m (4); 19-x (2); 20-g (2); 21-y (1); 22-z (2); 23-k (1); 24-p (1); 25-v (1); 26-q (5).

### **p.12 Ex. D:**

1. The (A) lawyer had two (N) clients, both of (Q) whom were complaining of their (PD) consumers` right violation.

2. A (A) police officer, prior to his (PD) assignment to the (A) detective bureau, may not have received any (Q) formal training in interrogation.

3. A (A) crime is a (A) serious offence; one (N) example of dangerous acts is murder.

4. The (A) police whose (ID) duty is to question any (Q) witnesses as soon as possible after a (A) crime, accident or other (DD) event will immediately do so.

5. You should remember this (DD) rule that every (Q) country requires a variety of (Q) documentation that will prove each (Q) person`s identification or ID.

6. Some (Q) people do not think that the (A) police should have access to your (PD) personal information, while some of (Q) them think it would help to prevent all (Q) these (DD) crime and illegal immigration.

7. Some (Q) thieves make a (A) profession out of stealing wallets, purses, or personal mail in order to sell any (Q) stolen identities to a variety of (Q) criminals or hundreds of (Q) illegal immigrants.

8. As a (A) police officer you have one of (Q) the (A) most important jobs in the (A) world: to serve and protect those (DD) people who need it.

9. A (A) person who commits homicide spends the rest of (Q) his/ her entire (Q) life in prison with no (Q) chance of going back into society.

10. A (A) young offender who is waiting to go to court will remain in his (PD) home.

**p.13 Ex. E:** 1-c; 2-3-b; 4-b; 5-c; 6-a; 7-b; 8-d; 9-c; 10-b; 11-a; 12-a; 13-d; 14-a; 15-b; 16-a; 17-b

**p. 14-15 Ex. F:** 1-matters of (F); 2-a part of (T); 3-all (T); 4-seven (T); 5-both (T); 6-each (T); 7-number of (T); 8-other (T); 9-one (T); 10-panels of (F); 11-thirteen (T); 12-matters of (F); 13-decisions of (F); 14-questions of (F); 15-facts of (F); 16-any (T); 17- only (T); 18-question of (F); 19-whole (T); 20-most (T); 21- three (T); 22- five (T); 23- those (T); 24-no (T); 25-subject of (F); 26-eight (T); 27-each (T); 28-all (T); 29-subject of (F); 30-any other (T)

**p.15 Ex. G:**

1. Incorrect = *Knowledge* is the subject of the sentence, not *common law and civil law*. *Knowledge* is uncountable, so the verb should be **is**, not **are**, since the main verb should agree with the subject noun, not the preceding nouns.
2. Correct = *articles, the issue, effects* – are all countable nouns and are often used in academic writing
3. Incorrect = *Advice* is uncountable, so the sentence should start with *Advice can be sought...*
4. Incorrect = *Police* is conceived as plural rather than singular and so has only the plural form. The correct version should start *The police are....*
5. Incorrect = *Language* is more than *a means* of communication. The word 'means' looks like a plural. This may be misleading, because 'means' is used both as a singular and a plural noun. Here = a means = one means = singular
6. Correct = *government* is a collective noun, so you can choose either a singular verb or a plural verb depending on whether you want to emphasize the noun as a single unit or as a number of individuals. *Here = a number of individuals*
7. Incorrect = The correct answer is = We need to do more research... because *research* is an uncountable noun and thus it has no plural form and therefore takes a singular verb.
8. Incorrect = The correct answer is *The public are increasingly concerned about the behavior of some university students*, because *behavior* is uncountable and thus it has no plural form, while *public* is a collective noun and may be used either way.
9. Incorrect = The correct answer is *We can only resolve the conflict by means of...*, because *by means of* is a special phrase which has the meaning of *using*, not *can be defined as*.
10. Correct = No errors in this sentence.
11. Correct = *Data* is a collective noun, so you can choose either a singular verb or a plural verb depending on whether you want to emphasize the noun as a single unit or as a number of items. *Here = a number of items*
12. Correct = *Experience* as some other nouns can be both countable and uncountable, depending on the intended meaning = here we refer to the thing in general = *Experience* is uncountable here.
13. Correct = *Experience* as some other nouns can be both countable and uncountable, depending on the intended meaning = here we refer to a particular instance of it = *Experience* becomes countable.

**p. 18 Ex. H:** 1-some; 2-all; 3-any; 4-any; 5-those; 6-other; 7-some; 8-these; 9-three; 10-any; 11-no; 12-three; 13-any; 14-no; 15-any; 16-any; 17-any; 18-any; 19-its; 20-its; 21-no.

**p. 23 Ex. A:** 1. none – Indefinite Pronoun; 2. they – Subjective Personal Pronoun; 3. you – Subjective Personal Pronoun; yourself – Reflexive Pronoun; it – Subjective Personal Pronoun; 4. his – Possessive Personal Pronoun; 5. that – Relative Pronoun; 6. none – Indefinite Pronoun; 7. who – Relative Pronoun; 8. some – Indefinite Pronoun; none – Indefinite Pronoun; 9. himself – Intensive Pronoun; 10. she – Subjective Personal Pronoun; 11. many – Indefinite or

Distributive Pronoun; 12. each other – Reciprocal Pronoun; 13. him; me – Objective Personal Pronouns; 14. who – Relative Pronoun; 15. we – Subjective Personal Pronoun; it – Objective Personal Pronouns; 16. you – Subjective Personal Pronoun; 17. whatever – Interrogative Pronoun (compound with –ever used for emphasis); 18. this – Demonstrative Pronoun; 19. you - Subjective Personal Pronoun; yourself – Reflexive Pronoun; 20. one another – Reciprocal Pronoun

**p. 24 Ex. B:** A legal text is something (**Indefinite Pronoun/ singular**) very different from ordinary speech. This (**Demonstrative Pronoun/ singular**) is especially true of authoritative legal texts, those (**Demonstrative Pronoun/ plural**) that (**Relative Pronoun/ plural**) create, modify, or terminate the rights and obligations of individuals or institutions. Such texts are called written performatives and lawyers often refer to them (**Objective Personal/ plural/ 3<sup>rd</sup> person**) as operative or dispositive. Authoritative legal texts come in a variety of genres and they (**Subjective Personal/ plural/ 3<sup>rd</sup> person**) include documents such (**Indefinite Pronoun/ plural**) as: constitutions, contracts, deeds, orders, judgments, decrees, pleadings, statutes, and wills. Each genre of legal text tends to have its own stereotypical format and is generally written in legal language (or "legalese"), and usually contains one or more legal speech acts that (**Relative Pronoun/ plural**) are meant to carry out its intended functions. Thus, a contract almost always contains one or more promises, a will contains verbs that (**Relative Pronoun/ plural**) transfer property at death, and a deed transfers property during the lifetime of its maker. Legal language, broadly construed as the language of the legal profession, has been the object of numerous studies, many of which (**Distributive pronoun/ Relative Pronoun/ plural**) advocate reforming it (**Objective Personal/ singular/ 3<sup>rd</sup> person**) to make it (**Objective Personal/ singular/ 3<sup>rd</sup> person**) more understandable to the ordinary citizens whose (**Relative Pronoun/ plural**) lives and fortunes may be affected by it (**Objective Personal/ singular/ 3<sup>rd</sup> person**). Perhaps the closest analogy to legal texts is religious one, like the Bible. For many believers, the Bible is not just a record of the relationship between God and his people, or inspirational writings by saintly people. Rather, they (**Subjective Personal/ plural/ 3<sup>rd</sup> person**) view it (**Objective Personal/ singular/ 3<sup>rd</sup> person**) as an authoritative text that (**Relative Pronoun/ singular**) contains the words of God himself (**Intensive Pronoun/ singular/ 3<sup>rd</sup> person**). Though the words were drafted by mere mortals like Moses and St. Paul, it (**Subjective Personal/ singular/ 3<sup>rd</sup> person**) is God who (**Relative Pronoun/ singular**) speaks through the text. This (**Demonstrative Pronoun/ singular**) is quite parallel to legal texts, like statutes and wills, which (**Relative Pronoun/ plural**) are drafted by clerks or lawyers, but are deemed to be the authoritative expression of the legislature or testator in whose name they (**Subjective Personal/ plural/ 3<sup>rd</sup> person**) were written. This (**Demonstrative Pronoun/ singular**) tends to promote a very literal interpretation, as well as strong prohibitions against adding to or subtracting from the text.

**p. 25 Ex. C:** 1-it; 2-such; 3-they; 4-it; 5-this; 6-it; 7-which; 8-them; 9-they; 10-which; 11-it; 12-which; 13-this; 14-it; 15- it; 16- this; 17- those; 18-it; 19-this;

20-anyone; 21-who; 22-it; 23-another; 24-same; 25-each

**p. 26 Ex. D:** 1. **whom** – you need the object form of the pronoun here; 2. **his or her** – careful writers would use *his or her* because *No one* is singular. It would be considered permissible, however, to use *their* in everyday speech; 3. **her and him** – we need the object form for both pronouns here: this is one of those cases where the proper form of pronoun "sounds wrong" to many writers; 4. **her** – you need the object form of the pronoun here; 5. **his** – the singular person requires a singular pronoun; 6. **someone** – an unspecified or unknown person who satisfies the requirements given (while *anyone* – no matter *what* person); 7. **everybody** – all expected people; 8. **one another** – it is said, that when *three or more people* are involved, it's better to use *this expression* rather than *each other*; besides *this one* sounds more *formal*; 9. **which** – is usual for things (*competition*); 10. **each** – every one of two taken separately (*every* is used before a noun to show a group without exception); 11. **ourselves** – reflexive pronoun/ plural from *we/our/ us*; 12. **another** – a different person, while *other* is also a different person, but from *one already mentioned*; 13. **their** – *Its* could be correct – assuming the members of the committee acted as a singular entity to create four different reports; but most good writers would probably choose *their*, since *committee* is a collective noun, but here *the members of the committee* acted as individuals, so *the plural pronoun* is appropriate; 14. **we** – the pronoun in this case must agree with the subject (*voters*), so we need the subject form: *we*.

**p. 31 Ex. G:**

Nº	Sexist word	Neutral word
1	businessman	business executive
2	clergyman	member of the clergy
3	fireman	fire-fighter
4	founding fathers	ancestors
5	laymen	ordinary people
6	mankind	humanity
7	manmade	artificial, manufactured, synthetic,
8	manpower	personnel, staff
9	Miss, Mrs.	Ms
10	spokesman	spokesperson
11	the office girl	the secretary
12	workmanship	work skill
13	congressman	legislator
14	foremen	supervisors
15	chairman	chairperson
16	cameraman	photographer
17	craftsmen	craft artists
18	policeman	police officer
19	repairmen	repairers
20	salesman	salesperson
21	sportsmen	Sports enthusiasts



22	statesmen	political leaders
23	watchmen	guards
24	weatherman	meteorologist, weather reporter
25	wives	spouses
26	stewardess, steward	flight attendant
27	laundrywomen	launderers
28	motherhood, fatherhood	parenthood
29	traffic in women	sex tourism
30	mailman, postman	mail carrier, letter carrier
31	cleaning women	cleaners
32	male chauvinist pig	male chauvinism
33	women libbers	feminists, liberationists

**p. 36 Ex. A:** 1-community service order (as an alternative sentence where a person may even benefit and learn more from treatment program); 2-capital punishment (involves authorized deprivation of life); 3-murder (involves illegal deprivation of life); 4-d) unless not being convicted of injuring or killing someone while under the influence of alcohol/ drugs (usually the gravity of a crime is interdependent on the extent of punishment that can be given for committing it); 5-e; 6-c) Russia (17,075,200 sq km); 7-b) Macau (19,488 people per sq km); 8-f) Russia (730 prisoners per 100,000 inhabitants); 9-e) China with 1,341,335,000 people; 10-Shanghai (China) with 13.3 million people; 11-Saudi Arabia (10.8 million barrels of oil per day)

**p. 37 Ex. B:** 1. as ... as; 2. not as ... as; 3. than; 4. both ... and; 5. twice as ... as; 6. half as ... as; 7. as ... as hell; 8. almost as ... as; 9. not so ... as; 10. nearly as ... as; 11. less than; 12. quite as ... as; 13. nowhere near as ... as; 14. as ... as; 15. no less ... than; 16. far more ... than; 17. either ... or; 18. neither ... nor

**p. 38 Ex. C:** 1-c; 2-a; 3-i; 4-e; 5-f; 6-d; 7-g; 8-h; 9-g; 10-b.

**p. 39 Ex. D:** 1. abusive – more abusive – most abusive; 2. angry – angrier – angriest; 3. good – better – best; 4. bad – worse – worst; 5. deep – deeper – deepest; 6. expensive – more expensive – most expensive; 7. easy – easier – easiest; 8. few – fewer – fewest; 9. great – great – greatest; 10. happy – happier – happiest; 11. intelligent – more intelligent – most intelligent; 12. little – less, lesser – least; 13. lovely – lovelier – loveliest; 14. immense – more immense – most immense; 15. long – longer – longest; 16. merry – merrier – merriest; 17. near – nearer – nearest; 18. old – elder, older – eldest, oldest; 19. powerful – more powerful – most powerful; 20. quick – quicker – quickest; 21. recent – more recent – most recent; 22. sweet – sweeter – sweetest; 23. strong – stronger – strongest; 24. does not admit comparison; 25. smart – smarter – smartest; 26. talented – more talented – most talented; 27. does not admit comparison; 28. typical – more typical – most typical; 29. many – more – most; 30. useful – more useful – most useful; 31. violent – more violent – the most violent; 32. weak – weaker – the weakest; 33. young – younger – the youngest

**p. 40 Ex. E:** 1-c; 2-a; 3-a; 4-c; 5-d; 6-b; 7-a; 8-d

**p. 42 Ex. G:**

No	Determiner 1	Determiner 2	Determiner 3	Number	Intensifier	Opinion	Size	Length	Shape	Width	Participle*	Age	Color	Origin	Material	Noun	Denominal**	Noun
1	2	5			3					6						4		1
2	4	6			3	8					9	1		2		5		7
3		1			6	8	9				5	7		3	4			2
4	4	6			5	11		3		13	10	7	12	9	1	8		2
5		2				4					1		3	6				5
6		6					3		1				5		2			4
7		5	3			6	4										1	2
8	6	2		1									5			3		4
9	3					4					5			6			2	1
10		2				6					3					1	4	5

**p. 43 Ex. H:** 1. the most typical; 2. most effective; 3. the supreme – could not be graded; 4. the worst; 5. the oldest; 6. the greatest; 7. the most frightening; 8. the longest; 9. the most notorious; 10. the most interesting; 11. toughest; 12. the most famous; 13. the most violent; 14. the most criminalized

**p. 44 Ex. I:** 1-more optimistic; 2-smaller; 3-newer; 4-older; 5-quick; 6- cheap; 7-better; 8-clearer; 9-better; 10-fairer; 11-lower; 12-more centralized; 13. higher

**p. 45 Ex. J:** 1-S; 2-C; 3-S; 4-S; 5-S; 6-P; 7-S; 8-C; 9-P; 10-P; 11-P; 12-C; 13-S; 14-S; 15-S.

**p.46 - 47 Ex. K:**

1. The (A) first (O) regular (Des) provincial (Des) newspapers appear to have been created in the (A) last (Ind) decade of the seventeenth (O) century, and by the (A) middle of the (A) eighteenth (O) century almost every (Ind) important (Des) provincial (Des) town had its (A) local (Des) organ.

2. When the (A) librarian tripped over that (Dem) cord, she dropped a a (A) pile of books.

3. Eleanor was awoken by the (A) muffled (Des) sounds of the (A) mobile hidden (Des) under her (Pos) pillow.

4. I can't complete my (Pos) assignment because I don't have the (A) textbook.

5. Which (Int) federal (Des) laws should be amended to lower the (A) income (Des) tax?

6. The (A) bashful (Des) virgin's (Pos) sidelong (Des) looks of love, the (A) matron's (Pos) glance that (Dem) would those (Dem) looks reprove (Goldsmith).

7. Whatever (Pro Ind R) correction of our (Pos) popular (Des) views from insight, nature will be sure (Des) to bear us out in (Emerson).

8. New (Des) torments I behold, and new (Des) tormented around me, whichsoever (Pro Ind R) way I move, and whichsoever (Ind R) way I turn, and gaze (Longfellow).

9. Many (Ind) people believe that corporations are under-taxed (Des).

10. Which (Int) debt must I pay first, the (A) debt to the (A) rich, or the (A) debt to the (A) poor? (Emerson).
11. What (Int Ex) a (A) piece of work is man! (Shakespeare)
12. After many (Ind) years, she returned to her (Pos) homeland.
13. His (Pos) company became very agreeable (Des) to the (A) brave (Des) old (Des) professor of arms, whose (Pos) favorite (Des) pupil he was (Thackeray).
14. In many (Ind) fairy (Des) tales, children are neglected by their (Pos) parents.
15. Even though my (Pos) friend preferred those (Dem) plates, I bought these (Dem).
16. The (A) truck-shaped (Des) balloon floated over the (A) treetops.
17. Through what (Pro R) hardships it may attain to bear a (A) sweet (Des) fruit! (Thoreau).
18. I will send you any (Ind) mail that arrives after you have moved to Salisbury.
19. They found a (A) few (Ind) goldfish floating (Des) belly up in the (A) swan (Des) pound.
20. Many (Ind) stores have already begun to play irritating (Des) Christmas (Des) music.
21. A (A) gentleman, who, though born (Des) in no (Ind) very high (Des) degree, was most finished (Des), polished (Des), witty (Des), easy (Des), quiet (Des) (Thackeray).
22. Decidedly handsome (Des), having such (Ind) a (A) skin as became a (A) young (Des) woman of family in northernmost (Des) Spain (De Quincey).
23. Whenever that (Dem) look appeared in her (Pos) wild (Des), bright (Des), deeply black (Des) eyes, it invested them with a (A) strange (Des) remoteness and intangibility (Hawthorne).
24. This (Dem), our (Pos) new (Des) government, is the (A) first (O) in the (A) history of the (A) world based (Des) upon this (Dem) great (Des) physical (Des), philosophical (Des), and moral (Des) truth (A. H. Stephens)
25. What (Int Ex) a (A) ruthless (Des) business this (Dem) war of extermination is!

**p. 48 Your Self-Assessment Test № 1:**

**p. 48 Ex. 1:** 1-b; 2-e; 3-d; 4-b; 5-b; 6-e; 7-g; 8-g; 9-f; 10-b; 11-e; 12-c; 13-a

**p. 49 Ex. 2:** 1-harder; 2-the best; 3-longer; 4-the earlier; 5-the better; 6-most expensive; 7-oldest; 8-younger; 9-longer; 10-the most reliable; 11-easier; 12-more productive; 13-worst; 14-narrower; 15-the fastest; 16-the tallest; 17-smaller; 18-more serious

**p. 50 Ex. 3:** 1-d or h; 2-j; 3-f; 4-b; 5-f; 6-i; 7-a; 8-d; 9-a; 10-d or e; 11-j; 12-g; 13-b; 14-b; 15-c

**p. 51 Ex. 4:** 1- all; 2-none; 3-half of; 4-most; 5-few; 6-many; 7-a lot; 8-less; 9-fewer; 10-amount of; 11-number of; 12-any of; 13-any; 14-fewer; 15-much; 16-both of; 17-either; 18-several; 19-whole bunch of; 20-a few; 21-a little; 22-a couple of; 23-a good deal of; 24-twenty kilos of; 25-each of

**p. 52 Ex. 5:**

1. The interesting, small, rectangular, blue car is parked in my space.
2. I have an annoying, small, circular, American, tin, alarm clock that wakes me

up.

3. They all received several dazzling, small, ancient, gold coins
4. The carpet was decorated with some charming small silver ornaments.
5. She is a beautiful young red-haired lady.
6. The island is distinguished by its architecture with those remarkable red brick Georgian manor houses.
7. The weather is clear, cold and dry this morning.
8. I love this big old square black wooden Chinese table.
9. I saw the most magnificent big old white French marble statue.
10. The host introduced her as the first black, female, British comedian he has had on the show.
11. On a package of salmon, the label read Smoked Norwegian Steelhead Salmon.
12. The rarest collectable round ancient reddish North-American bronze incense-burning plate was exhibited at the art gallery.
13. Who left an extremely unpleasant rotten two-week-old banana in my desk drawer?
14. The artist created a fantastic huge shiny stainless-steel sculpture.

**p. 53 Your Teacher's Assessment Test № 1:**

**p. 53 Ex. 1:**

1. They reported a (A) sudden (Des) outbreak of cholera in the (A) south of Haiti in 2010; so many (Ind) people may have been infected with the (A) disease. 2. It doesn't have to be done this (Dem) minute, but at some point this (Dem) week please. 3. She lives in that (Dem) house by the (A) bus (Des) station; you know which one I mean. 4. I'm worried (Des Faded participial adjective) about Tom he's dreadfully unhappy (Des). 5. The (A) car that (Dem) is very small (Des) is economical (Des Denominal) to drive. 6. First-class (Des One-thought compound adjective) decisions always require clear-headed (Des One-thought compound adjective) thinking. 7. The (A) corrupt (Des) politicians were punished by the (A) Court Of Law. 8. The (A) wonderful (Des) oriental (Des) paintings were sold today at high price, since the (A) Indian (Des) art (Des) crafts have a (A) great demand in most of the (A) European (Des) countries. 9. No (Ind) man of his (Dem) day was more brilliant (Des comparative) or more accomplished (Des comparative) than Abraham Lincoln, who abolished slavery and united the (A) quarreling (Des) US (Des) states back together. 10. A (A) devout (Des) practitioner of non-violent (Des) opposition, Mahatma Gandhi advocated for Indian (Des) independence from the (A) British and for the (A) emancipation of Hindu (Des) "untouchables," encouraging Indian (Des) Christians, Hindus and Muslims to unite. 11. Many (Ind) US (Des) presidents were lawyers before officially entering politics, but Thomas Jefferson – writer of the (A) Declaration of Independence –combined both. 12. Nelson Mandela is the most recognized (Des Superlative) politician for his (Dem) campaign for human (Des) rights and uniting a country, but he also worked as a (A) lawyer before serving as President of South (Des) Africa. 13. Which (Int) part of a (A) trial is the most important (Des Superlative)? Lawyers may never agree on an (A) answer to this (Dem)

question, but no (Ind) lawyer would dispute the (A) significant (Des) role cross-examination plays in proving one's (Pos) case before a (A) judge or jury. 14. All (Ind) Americans have the (A) right to an (A) attorney when charged (Des Pure participial adjective) with a (A) crime. 15. The (A) first (Ordinal) initiative involves an (A) interactive (Des) web (Des) site that (Dem), among other (Dem) things, connects veterans and their (Pos) families with lawyers near them to help with the (A) litany of legal (Des) issues veterans face, including foreclosure, consumer (Des) fraud and employment (Des) issues.

**p. 55 Ex. 3:** 1. they SP; 2. someone Ind; 3. you SP; 4. who R; 5. their PP; 6. they SP; 7. that Dem; 8. those Dem; 9. somebody Ind; 10. who R; 11. whichever R; 12. each Ind; 13. whoever R; 14. other Ind; 15. it OP; 16. you SP; 17. what R; 18. your PP; 19. whatever R; 20. yourself Ref

**p. 56 Ex.4:**

<b>Nº</b>	<b>Expression</b>	<b>C</b>	<b>NC</b>
1	There have been many technological advances.	√	
2	Neither solution is acceptable.	√	
3	How much money have you got?		√
4	The majority of employees have university degrees.	√	
5	It's a bit of a nuisance.		√
6	I've seen "Gone with the Wind" several times.	√	
7	Jennifer has little patience.		√
8	He's got only a few friends. (not a lot, but enough)	√	
9	He is among very few people I can trust. (not enough)	√	
10	He isn't taking any chances.	√	
11	Hurry up; there's little time left! (not enough)		√
12	We have a little time to spare, so let's have a cup of coffee.		√
13	Both men and women complained about the advertisement.	√	
14	The noise was more than I could bear.		√
15	Here's some news you might be interested in.		√
16	He does a lot of travelling in his job.		√
17	The police want to interview every witness about the theft.	√	
18	Remember all that trouble we had with the police last year?		√
19	The judge cleared the court of all but herself and the witness.	√	
20	Half an hour in his company is quite enough!		√

**p. 61 Ex. A:** 1-have worked; 2-have not written; 3-has had; 4-has achieved; 5-have arrested; 6-have known; 7-have become; 8-have been; 9-have praised; 10-has become; 11-have had; 12-has worked; 13-have been; 14-has attacked; 15-have estimated; 16- have been destroyed; 17-has described; 18-has spread; 19-have arrested; 20-has admitted.

**p. 65 Ex. E:** 1-c; 2-b; 3-c; 4-d; 5-c; 6-a;7-d; 8-a; 9-c; 10-c.

**p. 69 Ex G:** 1-k; 2-g; 3-m; 4-b; 5-c; 6-h ; 7-j; 8-i; 9-f; 10-d; 11-e; 12-a13-1

**p. 70 Ex. H:** 1- refused; 2-were quizzed; 3-have claimed; 4-gave; 5-was; 6-took place; 7- has emerged; 8- died; 9-was covered up; 10-concocted; 11-have

revealed; 12-said; 13-have been suspicious; 14-disobeyed; 15-conducted; 16-turned; 17-gave rise; 18-said; 19-have faced; 20-have been pursued; 21-have been arrested

**p. 71 -72 Ex. I:** 1-have heard; 2-have been read; 3-have ruled; 4-have been read; 5- have indicated; 6-have not waived; 7-have not stated; 8-have not invoked; 9-has been ruled; 10-have explained; 11-have been gathered; 12-have been obtained; 13-have been; 14-have been conducted; 15-have been offered; 16-have come; 17-has been enshrined; 18-has developed

**p. 73 Ex. J:** 1-already (25, PP); 2-just (6, PP); 3-two weeks ago (23, PS); 4-many times (1, PP); 5-again (9, PP); 6-over a year ago (3, PS); 7-in the last month (8, PP); 8-in the days before (10, PS); 9-lately (26, PP); 10-often (17, PS); 11-the last minute (13, PS); 12-always (14, PP); 13-first (27, PS); 14-ever (12, PP); 15-before (22, PP); 16-so far (5, PP); 17-yet (7, PP); 18-many times (29, PP); 19-last night (24, PS); 20- ever since (15, PP); 21-since (28, PP); 22-only (18, PP); 23-up to now (20, PP); 24-ever (16, PP); 25-never (21, PP); 26-twice (30, PP); 27-three months ago (2, PS); 28-yesterday (4, PS); 29-for all his life (19, PP); 30-two years ago (11, PS).

**p. 77 Ex. L:** 1-long; 2-in recent months; 3-since; 4-meanwhile; 5-previously; 6-in the past few weeks; 7-recently; 8-so far; 9-just; 10-for several days; 11-often; 12-finally; 13-since long ago; 14-lately; 15-many times; 16-already

**p. 83 Ex. A:** 1-had exploded; 2-hadn't heard; 3-had been; 4-had enjoyed; 5- had been invented; 6-had worked; 7-had published; 8-had broken; 9-hadn't flown; 10-had done; 11-had made; 12-had seen; 13-had not reached; 14- had been away; 15-had written; 16-had been said; 17-had sold; 18-had failed; 19-had stolen; 20-had dreamt; 21-hadn't known; 22-had gone

**p. 84 Ex. B:** 1-heard (PS); 2-had never met (PP); 3-had driven (PP); 4-had already started (PP); 5- examined (PS); 6-found (PS); 7- had broken (PP); 8-claimed (PS); 9-had been treated (PP); 10-had stopped (PP); 11-(had) searched (PP); 12-had drunk (PP); 13-did not know (PS); 14-did not know (PS); 15-had stolen (PP); 16-paid (PS); 17-had broken (PP); 18-had made (PP); 19-had lost (PP); 20-wrote (PS); 21-started (PS); 22-had bought (PS); 23-had never been (PP); 24-had finished (PP); 25-had devoted (PP); 26-had settled (PP); 27- (had) established (PP); 28-began (PS).

**p. 85 Ex. C:** 1-b; 2-a; 3-; 4-c; 5-b; 6-c; 7-a; 8-c; 9-a; 10-c; 11-a; 12-c; 13-b; 14-a; 15-c; 16-b; 17-c; 18-b; 19-a; 20-c; 21-b; 22-a.

**p. 93 Ex. I:** 2. a) 1-had just mended; 2-fell down; 3-found; 4-had hung; 5-released; 6-had given; 7-turned out; b) 8-cried; 9-had fallen down; 10-had finished; 11-was; 12-had called; 13-arrived; 14-had nearly gotten stuck; 15-had seen; 16-came; c) 17-hadn't heard; 18-didn't even know; 19-was; 20-knew; 21-had done; 22-hung; 23-didn't know; 24-was; 25-had never seen; 26-resembled; 27-had seen; 28-was; 29-hadn't cleaned; 30-looked; 31-had; 32-had seen; 33-was

**p. 94 Ex. J:** 1-c; 2-b; 3-a; 4-c; 5-b; 6-c; 7-c; 8-b; 9-c; 10-b; 11-c; 12-a; 13-b

**p. 95 Ex. K:** 1- a) had killed; 1) investigations; 2-b) had given; 2) mental; 3-c) had committed; 3) lawyers; 4-d) had killed; 4) victims; 5-e) had been kidnapped; 5) hostage; 6-f) had been involved; serial killer; 7-g) had spent; 7) authorities; 8-

h) had pleaded; 8) insanity; 9) jury; 10) guilty; 11) murder; 9-i) had just stolen; j) had run out; 12) vehicles

**p. 96 Ex. L:**

<b>№</b>	<b>Pool of sentences</b>	<b>Use</b>
1	I wish I had been brave enough.	4
2	If only I had known the answer to that question.	2
3	John looked as if he had done something terrible.	1
4	Mary said she had already seen this movie before.	3
5	I wish I had had enough courage to express my political views.	4
6	If he had made the right choice, he wouldn't be unhappy now.	2
7	Had she eaten the dinner before she went to the cinema?	1
8	He told us that the train had left.	3
9	I had written the report before you came to our office.	1
10	John was upset because his application had been turned down.	1
11	He explained that he had closed the window because of the rain.	3
12	If you had driven more carefully, you would not have had an accident.	2
13	They said that the Health Service hadn't been judged by financial criteria alone.	3
14	I thought I had met her before, but I was wrong.	3
15	I had never eaten such a huge pizza before I went to Italy.	1
16	By the time his speech was over he had attracted widespread criticism.	1
17	I wish I hadn't said it.	4
18	Tom had been interviewed five times before he got his first job.	1
19	If you had saved your money, you could have bought a PC.	2
20	Had you consulted a lawyer before you launched the case?	1

**p. 97 Ex. M:** 1-I wish I had attended some prestigious law School to become a lawyer; 2-I wish I had studied harder at school when I was a teenager; 3-If only I had called him yesterday; 4-I wish I had seen that job advertisement earlier...; 5-I wish my neighborhood hadn't been that terribly noisy last night, so I could sleep sound; 6-I wish I hadn't I forgotten my sun-cream...; 7-I wish I hadn't forgotten to set my alarm (OR I wish I had remembered to set my alarm); 8-I wish I hadn't slept late; 9-I wish I hadn't been late for school (OR I wish I had been on time for school); 10-I wish I hadn't missed the start of the exam; 11-I wish I hadn't failed the exam (OR I wish I had passed the exam); 12-We wish (that) we had taken your advice; 13-She wishes she had had a better day yesterday; 14-We wish we hadn't forgotten to pay our electricity bill; 15-He wishes he hadn't left his job; 16-I wish I had had enough time to help you; 17-She wishes she had studied more to have a higher score; 18-I wish I hadn't had a flat tire to come dead on time (at exact time); 19-They wish they had saved their money properly to buy a house; 20-She wishes (that) she had been able to talk to you; 21-He wishes (that) he hadn't drunk so much coffee.

**p. 99 Ex. O:** 1-b; 2-c; 3-c; 4-b; 5-a; 6-b; 7-b.

**p. 101 Ex. Q:** 1-have become (PrP); 2-had decided (PP); 3-has admitted (PrP); 4. had acted (PP); 5-had lost (PP); 6-has happened; 7-have been killed; 8-have drafted (PrP); 9-have confirmed (PrP); 10-had focused (PP); 11-have bombed (PrP); 12-has enacted (PrP).

**p. 102 Ex. R:** 1-had successfully bought (PP); 2-buried (PS); 3-had campaigned (PP); 4-had promised (PP); 5-had been arrested (PP); 6-had been charged (PP); 7-robbed (PS); 8-had wanted (PP); 9-ruled (PS); 10-claimed (PS); 11-had discussed (PP); 12-had never been (PP); 13-rejected (PS); 14-was removed (PS); 15-had just left (PP); 16-had (PS); 17-approached (PS); 18-pointed (PS); 19-took (PS); 20-drove off (PS); 21-had been killed (PP); 22-appeared (PS)

**p. 103 Ex. S:** 1-ruled (PS); 2-violated (PS); 3-had originated (PP); 4-became (PS); 5-declined (PS); 6-was abolished (PS); 7-had abolished (PP); 8-has typically been carried out (PrP); 9-has been practiced (PrP); 10-has adopted (PrP); 11-voted (PS); 12-continued (PS); 13-has been (PrP); 14-argued (PS); 15-had regularly led (PP); 16-has carried (PrP); 17-was suspended (PS); 18-voted (PS); 19-passed (PS); 20-was; 21-had voted (PP); 22-had actually become (PP); 23-were (PS); 24-removed (PS)

**p. 106 Ex. A:** 1-will have examined; 2-will have written; 3-will have finished; 4-will have happened; 5-will have forgotten; 6-will have done; 7-will have presented; 8-will have gone; 9-will have spent; 10- will have bought; 11-will have arrived; 12-will have interrogated; 13-shall have written 14-will already have left; 15-will have discussed; 16-will have come; 17-will have found; 18-will have gone; 19-will have been married; 20-will have recovered; 21-will have downloaded; 22-will have replaced; 23-shall have spent; 24-shall have found; 25-will have passed; 26-shall not have discussed; 27-will not have slept.

**p. 110 Ex. E:** 1-have finally declared (PrP); 2-won't have reached (FP); 3-will ever have gotten (FP); 4-has claimed (PrP); 5-will publicly have made (FP); 6-will surely have been exculpated (FP); 7-have been exempted (PrP); 8-haven't worked out (PrP); 9-have issued (PrP); 10-will have been kept (FP); 11-will not have typed (FP); 12-have massed (PrP); 13-has recently achieved (PrP); 14-won't have changed (FP); 15-will not have checked; 16-will have shot (FP); 17-will have charged (FP); 18-have sold (PrP); 19-has recently increased (PrP); 20-won't have had (FP); 21-has been secured (PrP)

**p. 111 Ex. F:** 1-will have eaten; 2-will have seen; 3-will have visited; 4-will... have done; 5-will have graduated; 6-will... have gotten; 7-will have made; 8-will have fallen; 9-will have married; 10-will have happened; 11-will have increased; 12-will have been; 13-will have changed; 14-will have remained; 15-will have been drastically reduced; 16-will have polluted; 17-will have kept; 18-wil...have been; 19-will have come; 20-will have been.

**p. 112 Ex. G:** 1-will have lived; 2-will have had; 3-will have eaten; 4-will have drunken; 5-will have all been consumed; 6-will have been generated; 7-will have changed; 8-will only have worked; 9-will have confused; 10-will have transported; 11-wil have covered; 12-will have been; 13-will have been made

**p. 114 Ex. I:** 1-c; 2-b; 3-b; 4-c; 5-a; 6-c; 7-b; 8-a; 9-c.



**p. 115 Ex. J:** 1-University; 2-leaders; 3-summit; 4-protest marches; 5-majority; 6-restriction; 7-custody; 8-depression; 9-symptoms; 10-breakdown; 11-disciplinary; 12-misconduct; 13-paranoid; 14-police; 15-damages; 16-loss; 17-summons; 18-Court; 19-matter; 20-law; 21-funds

**p. 120 Ex. L:** 1-a; 2-b; 3-a; 4-a; 5-a; 6-b; 7-a; 8-b; 9-a; 10-a; 11-a; 12-b; 13-b; 14-a; 15-a; 16-b

**p. 124 Your self-assessment Test №2**

**pp. 124-125 Ex. 1:** 1-have found (PrP); 2-pointed (PS); 3-grew up (PS); 4-has been modernized (PrP); 5-(has been) gentrified (PrP); 6-has lost (PrP); 7- was burnt out (PS); 8-has finally agreed (PrP); 9-had just been knocked down (PP); 10-will have been eliminated (FP); 11-had already been sent (PP); 12-was broken into (PS); 13-got away (PS); 14-will have been finished (FP); 15-got back (PS); 16-found (PS); 17-had been burgled (PP); 18-had entered (PP); 19-has been (PrP); 20-has said (PrP); 21-took over (PS); 22-set up (PS); 23-has been (PrP); 24-has come (PrP); 25-has rejected (PrP); 26-will have cut (FP); 27-was impeached (PS); 28-received (PS); 29-couldn't get (PS); 30-had (PS); 31-suffered (PS); 32-worked (PS); 33-went bankrupt (PS); 34-was put (PS); 35-has been taken (PrP); 36-will already have reacted (FP); 37-have already been issued (PrP); 38-began (PS); 39-had taken (PP); 40-(had) put on (PP); 41-had seen (PP); 42-forgot (PS); 43-had worked (PP); 44-had saved (PP); 45-retired (PS); 46-will have enjoyed (FP); 47-felt (PS); 48-had owned (PP); 49-had already bound (PP); 50- arrived (PS); 51-will have turned (FP); 52-found (PS); 53-supposed (PS); 54-jumped down (PS); 55-was (PS); 56-thought nothing (PS); 57-hired (PS); 58-turned out (PS); 59-have bought (FP); 60-has demanded (PrP); 61- has replaced (PrP); 62-will have been printed (FP)

**pp. 126-127 Ex. 2:** 1-from day to day (PrS); 2- Until yesterday(PS); 3-likely (FS); 4-never (PrS); 5-as yet (PP); 6-so far (PrP); 7-Listen (PrPr); 8-since (PrP); 9-After nine years; 10-ever after (PS); 11-before (FP); 12-for three hours (FPPr); 13-forever (PrP); 14-often (PS); 15-After three years (PP); 16-by now (if+PP); 17-at the present time (PS); 18-by the end of ... (FP); 19-unless (PrS); 20-some time ago (PS); 21-11 p.m. (PPr); 22- last week (PS); 23-in the past month (PrP); 24-whereas (PrS); 25-for three years (FPPr); 26-By 8 o'clock (FP); 27-until (PP); 28-this year (PrP); 29-After (PS); 30-all this week (PS); 31-still further (PrPr); 32- up till 1918 (PS); 33-these days (PrPr); 34-during (FS); 35-for nearly two months (PS); 36-after (PS); 37-by five o'clock (PP); 38-by the time (FP); 39-after a while (PS); 40-as a result

**p. 128 Ex. 3:** 1-b; 2-a; 3-c; 4-b; 5-a; 6-a; 7-c; 8-9-b; 10-c; 11-a; 12-a

**p. 129 Ex. 4:**

1. They have purported to represent the wishes of the majority of people living in the area. (Present Perfect Tense)
2. Letters whose sole purpose is to make a political point will never have been published. (Future Perfect Tense)
3. We had very little money left, so we ate frugally in cheap cafés and bars. (Past Perfect Tense)
4. Those politicians have just turned to be a bunch of crooks. (Present Perfect Tense)

5. I wish you had once stopped making cheap jokes about my friends. (Past Perfect Tense)
6. When she is stopped by the police for speeding, she will have always given them some false name and address. (Future Perfect Tense)
7. If you are not going to offer me a job, then you have brought me here under false pretences. (Present Perfect Tense)
8. The excellent promotion prospects had put him in an amiable\* mood. (Past Perfect Tense) (amiable\*= behavior that is pleasant and friendly)
9. By the end of this week he will have been extradited to Hong Kong from France to face trial on fraud charges. (Future Perfect Tense)
10. Hungary has concluded a treaty with all neighboring states to limit emissions\*\* of harmful gases. (Present Perfect Tense) (emissions\*\*=gas, heat sent out)
11. He had been on a life-support system after their plane crashed into a mountainside several weeks ago. (Past Perfect Tense)
12. People have lived in this valley since ancient times. (Present Perfect Tense)
13. Investors will have been seriously worried when the stock market fails and stops operating. (Future Perfect Tense)
14. The new computer equipment has been on order for several weeks. (Present Perfect Tense)
15. By the year 2025 the election of the government will directly have been carried out on Internet. (Future Perfect Tense)
16. James had had to tighten his belt after he stopped working full-time. (Past Perfect Tense)
17. This practice has had the effect of cheapening UK exports. (Present Perfect Tense)
18. Of course the company will have acted to protect its financial interests in the country when war begins. (Future Perfect Tense)

**p.132 Your Teacher's Assessment Test №2**

**p. 132-133 Ex.1:**

<b>№</b>	<b>Demands on Use</b>	<b>Tense</b>
1	demands signal words as <i>yesterday, the other day, etc.</i>	Past Simple
2	shows action in the past interrupted by another action	Past Progressive
3	describes fixed action set by a timetable or schedule	Present Simple
4	a completed action before another action in the past	Past Perfect
5	usually used for narrations in present	Present Simple
6	describes action that is sure to happen in the near future	Future Prog
7	describes habits and routines	Present Simple
8	used with third conditional sentences	Past Perfect
9	describes something that takes time to complete	Pr Progressive
10	demands signal words as <i>always, normally, often, etc.</i>	Present Simple
11	describes true facts and generalization	Present Simple
12	demands signal words as <i>when, while, as long as</i>	Past Progressive
13	actions that happened at a specific time in the past	Past Simple
14	demands signal words as <i>up to now, ever, just, never</i>	Present Perfect
15	shows two actions taking place at the same in the past	Past Progressive
16	describes permanent situations in your life	Present Simple
17	action that will be finished at a certain time in the future	Future Perfect
18	used to make polite questions about smth or smb	Future Prog

19	action in the future that cannot be influenced	Future Simple
20	demands signal words as <i>all day long, the last couple of</i>	Future Perf Prog
21	shows smth started in the past to continue in the present	Pr Perf Prog
22	something is happening at the moment of speaking	Pr Progressive
23	puts emphasis on the fact not the duration of action	Past Perfect
24	demands signal words as <i>at the moment, just, just now</i>	Pr Progressive
25	describes actions taking place one after another	Present Simple
26	has form= will have + past participle	Future Perfect
27	describes action arranged for the future	Pr Progressive
28	demands signal words as <i>in one year, next week, etc.</i>	Future Prog
29	used with state verbs: <i>be, have, think, know</i>	Present Simple
30	shows our dissatisfaction with the past: <i>I wish; If only...</i>	Past Perfect
31	demands signal words as <i>once, until that day, etc.</i>	Past Perfect
32	describes action in the present taking place <i>once, never or several times</i>	Present Simple
33	sometimes interchangeable with past perfect progressive	Past Perfect
34	activities continuing for only a limited period of time	Pr Progressive
35	has form= has/have + past participle	Present Perfect
36	usually used for narrations of the past	Past Simple
37	expresses irritation/anger over smb/smith in the past	Past Progressive
38	describes something will be done in the near future	Pr Progressive
39	action taking place before a certain time in the past	Past Perf Prog
40	past actions having an effect on the present moment	Present Perfect
41	has form= had + past participle	Past Perfect
42	used with reposted speech to denote past actions	Past Perfect
43	describes a series of actions in the past	Past Simple
44	puts emphasis on the course of a future action	Future Perf Prog
45	expresses irritation/anger over smb/smith in the present	Pr Progressive
46	describes action going on at a certain time in the past	Past Progressive
47	puts emphasis on the course or duration not the result	Pr Perf Prog
48	actions happened at the unknown time before now	Present Perfect
49	can't be used in sentences beginning with: <i>while, when</i>	any Future Tense
50	describes finished action that influenced the present	Pr Perf Prog
51	duration of a past action up to a certain point in the past	Past Perf Prog
52	has form= was/were + present participle	Past Progressive
53	emphasizes that an event continues in the present	Present Perfect
54	sometimes interchangeable with past perfect tense	Past Perf Prog
55	demands signal words as <i>by Monday, in a week, etc.</i>	Future Perfect
56	used to put emphasis on the result	Present Perfect
57	demands signal words as <i>not yet, so far, till now, ever</i>	Present Perfect
58	action that recently stopped or is still going on	Pr Perf Prog
59	describes conclusion with regard to the future (going to)	Future Simple
60	describes action that is still going on	Present Perfect
61	demands signal words as <i>in a year, next..., tomorrow</i>	Future Simple
62	demands signal words as <i>all day, for 4 years, since 1993</i>	Pr Perf Prog
63	action taking place before a certain time in the future	Future Perf Prog
64	can't be used in sentences beginning with: <i>by the time</i>	any Future Tense
65	describes action that stopped recently	Present Perfect
66	guesses about something in the present or future	Future Prog
67	has form=verb+ed or irregular verbs	Past Simple

68	action taking place in the middle of another past action	Past Simple
69	puts emphasis on the duration or course of a past action	Past Perf Prog
70	describes decision made for the future (going to)	Future Simple
71	action in the past taking place <i>once/never/several times</i>	Past Simple
72	expresses assumption: <i>I think, probably, perhaps</i>	Future Simple
73	action that has taken place <i>once, never or several times</i> before the moment of speaking	Present Perfect
74	expresses future action in progress	Future Prog
75	can't be used in sentences beginning with: <i>before, if, etc.</i>	any Future Tense

**p. 135 Ex.2:**

Mr. Sherlock Holmes, who **was** (1) usually very late in the mornings, save upon those not infrequent occasions when he was up all night, was seated at the breakfast table. I **stood** (2) upon the hearth-rug and **picked up** (3) the stick which our visitor **had left** (4) behind him the night before. It was a fine, thick piece of wood, bulbous-headed, of the sort which is known as a "Penang lawyer." Just under the head **was** (5) a broad silver band nearly an inch across. "To James Mortimer, M.R.C.S., from his friends of the C.C.H.," **was engraved** (6) upon it, with the date "1884." It was just such a stick as the old-fashioned family practitioner used to carry – dignified, solid, and reassuring. "Well, Watson, what do you make of it?" Holmes **was sitting** (7) with his back to me, and I **had given** (8) him no sign of my occupation. "How **did** (9) you know what I **was doing** (10)? I believe you have eyes in the back of your head."

**p. 135-136 Ex. 3:** 1-has been (PrP); 2-will easily have opened (FP); 3-has increased (PrP); 4-had faked (PP); 5-had known (PP); 6-had assumed (PP); 7-will surely have been deported (FP); 8-had kidnapped (PP); 9-has successfully prevented (PrP); 10-will have arrived (FP)

**p. 136 Ex. 4:**

1. After years of despotism, the country is now moving (PrPr) towards democracy.
2. The police have finally caught (PrP) the rapist this morning.
3. We had estimated (PP) about 300 visitors, but the actual number was (PS) much higher.
4. I don't think (PrS) you will ever get (FS) Toney's agreement to these proposals.
5. They have broken (PrP) the terms of the agreement on human rights.
6. The dispute will only have been settled (FP) by an agreement when it satisfies (PrS) both sides.
7. I ordered (PS) some CDs over a month ago, but they still haven't arrived (PrP).
8. A knife was found (PS) at the scene of the crime, i.e. the place where the crime happened (PS).
9. Hooligans had sprayed (PP) paint all over the car.
10. He has admitted (PrP) committing several crimes, including two murders.
11. The European Parliament will have (FS) greater legislative powers, i.e. ability to make laws.
12. The government fears (PrS) that talking to terrorists might legitimize (PS)

their violent actions.

13. It is feared (PrS) that the civil unrest we are now witnessing (PrPr) in this country could lead (PS) to full-scale civil war.

14. Police were blaming (PPr) arsonists for the spate of fires in the Greenfields housing estate.

15. Beset by drug problems, prostitution, violence and vandalism, this has been (PrP) one of the most unpleasant areas in the city so far.

16. Security did not prevent (PS) an interloper\* from getting onto the stage at the opening ceremony. (\*=who enters a place without permission)

17. Animal rights extremists had threatened (PP) to firebomb any department stores that continued (PS) to stock fur coats.

18. By some time in the nearest future she will have divorced (FP) her husband on the grounds of his mental cruelty.

19. Prisoners of war were subjected (PS) to inhuman and degrading treatment.

20. She said that she had been treated (PP) so roughly by the hospital staff that she felt violated (PS).

21. People tend (PrS) to regard drug addicts as the dregs\*\* of society. (\*\*=immoral and of no value)

22. The fishermen claimed (PS) that ships from another country had violated (PP) their territorial waters.

**p.137 Ex. 5:** 1-a; 2-c; 3-b; 4-b; 5-b; 6-a; 7-c; 8-c; 9-b; 10-a; 11-b; 12-a; 13-b; 14-c

**p. 156-157 Ex. G:** 1-astronaut; 2-judge; 3-broker; 4-jeweller; 5-baker; 6-hairdresser; 7-technician; 8-politician; 9-reporter; 10-surgeon; 11-postman; 12-psychiatrist; 13-shoemaker; 14-scientist; 15-translator; 16-dentist; 17-actor/actress; 18-nurse; 19-policeman; 20-vet; 21-sailor; 22-teacher; 23-lawyer; 24-bank clerk; 25-accountant; 26-priest; 27-taxi driver; 28-shop assistant; 29-tailor; 30-secretary; 31-waiter/waitress; 32-electrician; 33-fireman; 34-lorry driver; 35-psychologist

**p.p. 158-160 Ex. H:** 1-c; 2-b; 3-b; 4-c; 5-a; 6-c; 7-c; 8-b; 9-b; 10-a; 11-c; 12-c; 13-a; 14-b; 15-b; 16-a; 17-c; 18-c; 19-c; 20-a; 21-b; 22-a; 23-a; 24-c; 25-a; 26-b; 27-c; 28-b; 29-c; 30-a; 31-c; 32-c; 33-both b) and c) are available; 34-a; 35-c

**p. 160 Ex. I a):** 1-have been travelling (PPC); 2-declared (PS); 3-has changed (PrP); 4-has urged (PrP); 5-added (PS); 6-was kidnapped (PS); 7-have seized (PrP); 8-were armed (PS); 9-have been threatening (PrPC); 10-(have been) intimidating (PrPC); 11- has been negotiating (PrPC); 12-have shot (PrP); 13-have been; 14-have been; 15-have realized; 16-have been thinking

**p. 160-161 Ex. I c):** 1-b; 2-c; 3-b; 4-a; 5-c; 6-b; 7-c; 8-a; 9-b; 10-b; 11-b; 12-c

**p. 161 Ex. J:** 1-have been sacked; 2-emerged; 3-have been behaving; 4-confirmed; 5- were dismissed; 6-have been found; 7-has been showing; 8-were; 9-have been seized; 10-appeared; 11-have been expecting; 12-have been falling; 13-added; 14-was proud; 15-has been gradually dropping; 16-have ever been doing; 17-have never been negotiable; 18-have only been a credit; 19-has had; 20-has already seen; 21-have been remaining

**p. 169 Ex. E:** 1-b; 2-b; 3-c; 4-a; 5-b; 6-b; 7-a; 8-c; 9-b; 10-b; 11-c; 12-b; 13-a; 14-c; 15-b

**p.170 Ex. F:**

<b>№</b>	<b>Sentence</b>	<b>Usage</b>
1	The streets were wet because it had been raining heavily.	<b>2</b>
2	If you hadn't been touching that electric cable you wouldn't have been electrocuted.	<b>4</b>
3	Before the company closed down its subsidiary abroad, it had been losing money for years.	<b>2</b>
4	When I last saw her she had been planning a new sales strategy.	<b>1</b>
5	The employee was dismissed because he had been stealing company asserts ever since he was taken on.	<b>2</b>
6	Peter had been thinking of going abroad for a long time when he got a prestigious job in the Bank of Singapore.	<b>1</b>
7	The experts said that the exports had been growing steadily for over the past six months at least.	<b>3</b>
8	The company had been trying not to disclose its top secret "know-how" information until it was widely revealed in the press.	<b>1</b>
9	Foreign earnings had been moving ahead to record levels since 1999, Vanessa Gregg reported from Berlin.	<b>3</b>
10	The police officer had been planning to repeat the suspect's interrogation because most of the case remained unclear to him.	<b>2</b>
11	Many women had been working for so many years for women's rights that they could not give up so easily.	<b>1</b>
12	The investigator had been observing the crime scene very carefully because he hoped to find any fingerprints or so.	<b>2</b>
13	I came into the courtroom and saw Alice. She had been standing at the witness stand.	<b>1</b>
14	It seemed to me that the barrister had been questioning her for a long time and she looked as if she had been crying.	<b>2</b>
15	He had been serving his sentence in the Bastille for ten years until he was released on parole.	<b>1</b>
16	He said he had been working as a lawyer for two years.	<b>1</b>
17	A man had been laying unconscious for a few minutes when an ambulance arrived	<b>1</b>

**p. 171 Ex. G:** a-f; b-i; c-k; d-a; e-m; f-l; g-b; h-c; i-n; j-d; k-e; l-h; m-j; n-g

**p. 173 Ex. I:** a-f; b-d; c-g; d-a; e-c; f-e; g-b.

**p. 174 Ex. J:**

1. The law students had been studying English hard because knowledge of foreign languages was essential for their future commercial practice.
2. How long had you been thinking on a career before you decided to complete a law degree?
3. Some students wanted to run small partnerships or work alone as a sole practitioner in a small town so they had been taking such subjects as family law, employment law and housing law.
4. When Jerry got involved with a voluntary advice centre he had been providing free legal assistance to the local community for 3 hours a day.
5. The EU Competition Commissioner admitted that the huge US companies had been increasingly embracing target marketing for the past decades to the detriment of European businesses.
6. Smaller companies reported that when it came to IP only two-thirds of their

investors had been undertaking due diligence in questions of financing their projects.

7. If any difference had been arising between the Proprietors and the Publishers touching the meaning of any legally binding agreement, the same would have been referred to arbitration.

8. With the growth of the international drug trade more ill-gotten money had been being laundered than ever partly on the back of electronic banking and the increasing globalization.

9. State regulators around the US were concerned about the explosion in illicit investment schemes lately which had been only flourishing on commercial bulletin board services and the informal web of computer networks that made up the Internet.

10. British Biotech confirmed that one or more of its directors had been facing civil lawsuits in the US, brought by the Securities and Exchange Commission.

**p. 175 Ex. K:** 1-were sitting (PC); 2-had been studying (PPC); 3-had been living (PPC); 4-was driving (PC); 5-had been driving (PPC); 6-had been waiting (PPC); 7-was giving (PC); 8-was grading (PC); 9-had been crying (PPC); 10-had been listening (PPC).

**p. 175 Ex. L:** 1-had already pronounced (PP); 2-had been working (PPC); 3-had been practicing (PPC); 4-had prepared (PP); 5-had made (PP); 6-had edited (PP); 7- had been looking for; 8-had been playing (PPC); 9-had already begun (PP); 10-had been waiting (PPC).

**p. 176 Ex. M:** a-e; b-g; c-a; d-i; e-j; f-k; g-c; h-f; i-b; j-d; k-h

**p. 176-177 Ex. N:**

1. Why was Maggie so angry? – Because she had been waiting for her lawyer for more than three hours but he didn't come.

2. Why did John look so sleepy? – Because he had been going out every night for the past six weeks at least. If he had been sleeping at night he would have looked much better.

3. Why did Mrs. Glenn look so pleased with herself? – Because she had been participating in the complicated corporate dispute resolution as an expert and they won!

4. Why did Mr. Crown look so exhausted? – Because he had been working too much lately. If he hadn't been spending all his life in the office he would have had more time for himself.

5. Why did the investigator look so worried? – Because he had been interrogating the juvenile suspect for the last two hours and found lots of proofs of his guilt.

6. Why did your secretary look so relaxed? – Because she had been having a wonderful holiday on Bali for two weeks.

7. Why did the plaintiff look so upset? – Because he had been mounting his suit for several times already but the judge rejected his motions again.

**p. 177 Ex. O b):**

1. Even before little Agnes Gonxha Bojaxhiu was born in 1910, her family had been already living in Macedonia for many years.

2. Before Agnes grew up, she had been going to church since her childhood on.

3. She had been attending most of the church ceremonies, because her family was very religious.
4. Before she took the name Teresa, everybody had been calling her just Agnes.
5. Before her life changed completely in 1948, she had been working as a nun and a teacher for several years.
6. Before she came across a poor, dying woman in the street one day, she had been living in India for almost twenty years and had been spending much of that time as a teacher and Principal in St. Mary's High School, Calcutta.
7. Before she decided to dedicate her life to the poorest people, Teresa had been staying with and taking care of that sick woman who died later on.
8. Before Mother Teresa was awarded the Nobel Peace Prize, she had been suffering from heart problems for some time.
9. Before about 550 missions appeared, the Missionaries of Charity founded by Mother Teresa had been expanding worldwide for the last decades of the 20<sup>th</sup> century.
10. Although Mother Teresa improved a little after she had had a pacemaker fitted in 1989, her health had been then weakening by infections and diseases and she finally died in Calcutta on September 5<sup>th</sup>, 1997.

**p. 177-178 Ex. P:**

1. If you had not been reading those newspaper articles, you would not have known so many facts about the rate of criminality in that locality.
2. If the police had not been thoroughly investigating the case, they would have hardly found the proofs of Mr. Goodman's guilt.
3. If the money launderers had not been using cashless transactions and computerized clearing to hide their financial transfers from authorities, it would have been much easier for the law enforcement to detect fraudulent schemes.
4. If the offender had not been leaving his fingerprints all over the scene of the crime, he would not have been caught by the police so fast.
5. If Jane had not been participating in the London riots for the past three days, she wouldn't have faced charges in vandalism.
6. If Josie had not been watching the news channels for most of his spare time, he wouldn't have been so deeply aware of political situation in Libya.
7. If the major US carriers had not been interfering into the European air market to the detriment of European carriers, the latter would have competed without serious distortions within the Common Aviation Policy.
8. If the court had been deciding to award punitive damages for any justified complaint about discrimination in the workplace, most of the companies would have gone bankrupt in a pretty short time.
9. If the Registration Office had been taking into account the distinctive character of the earlier trademarks, it wouldn't have registered the similar or identical names of the companies and wouldn't have caused the likelihood of confusion on the part of the public.
10. If the businesses had not been offering their consumers a guarantee of the origin of the marked product, the essential function of the trademark in the system of undistorted competition wouldn't have been fulfilled.



11. If the goods and services had not been bearing their registered trademarks, the public would have been confused as to the place of production of those goods and services.

12. If the smaller research-based companies had been undertaking due diligence in terms of their IP rights, the larger companies wouldn't have capitalized on their poorly protected discoveries.

13. If the undercover officers had not been risking their lives for many months, they wouldn't have gathered enough evidence of the complicity of corrupted bank employees.

14. If the money launderers had been converting their illicit funds in casino, they would have exchanged cash for gambling chips, then would have played for a while at the tables and later would have exchanged chips back again.

15. If that notorious Internet shop had not been requesting cash in advance, the Internet Fraud Watch wouldn't have suspected it in a fraud abuse.

16. If the buyers had been using escrow payment services, their online transactions would have been insured at least.

17. If any employee had been blowing the whistle on their employer, he would have been immediately fired from the company without compensation at a disciplinary meeting for "revealing confidential information to the third parties".

18. If the company had been violating any US securities laws, it would have answered to the claims of the US Securities and Exchange Commission.

**p. 187 Ex. F:** 1-will have been working (FPC); 2-will have made (FP); 3- will have been teaching (FPC); 4-will have held (FP); 5-will have been living (FPC); 6-will have been working (FPC); 7-will have been moving (FPC); 8-will have been going (FPC); 9-will have been learning (FPC); 10- will have been sick (FP); 11-will have been debating (FPC); 12-will have been traveling (FPC); 13-will have been leading (FPC); 14-will have outpaced (FP); 15-(will have) accelerated (FP); 16-shall have discussed (FP); 17-will have been printing (FPC); 18-will have been increasing (FPC); 19-will have driven (FP); 20-will have finished (FP).

**p. 188 Ex. G:** 1-a; 2-b; 3-b; 4-c; 5-a; 6-c; 7-a; 8-b; 9-c; 10-b; 11-a; 12-c

**p. 189 Ex. H:** 1-will have increased (FP); 2-will have been cut down (FP); 3-will have appeared (FP); 4-will have become (FP); 5-will have taken over (FP); 6-will probably have run out (FP); 7-will have learned (FP); 8-will have found (FP); 9-will not have been using (FPC); 10-will have been invented (FP); 11-will have died out (FP); 12-will have changed (FP); 13-will have enabled (FP); 14-will not have changed (FP); 15-will have settled (FP); 16-will have started (FP); 17- will have become (FP); 18-will be suffering (FC); 19-will have been reintroduced (FP); 20-will have risen (FP); 21-will have been flooded (FP).

**p. 189-190 Ex. I:**

a) John **was** (PS) a useless bank worker; he **was** (PS) lazy and forever dreaming. His co-workers always **complained** (PS) bitterly about how much work they **had** (PS) to do to make up for him; little **did** they **know** (PS) that actually he **had had** (PP) his ongoing plans. One day he **was resting** (PC) on his desk; his boss **saw** (PS) that and **told** (PS) him to get to work. John **said** (PS), "I **will have** it all **done** (FP) by 2 pm, I **promise** (PrS)." "You **will do** it (FS)", **screamed** (PS) his

boss, "or you **will have been collecting** (FPC) your last pay check by this time tomorrow!" John **wasn't bothered** (PS), under his breath he **said** (PS), "I **won't worry** (FS)! I **will have been relaxing** (FPC) on a Malibu beach by this time next week! And I **won't** ever **have been worrying** (FPC) about my pay checks for the rest of my life. I **will have got** (FP) enough money to last my whole life by the end of today!" His colleagues **have heard** (PrC) this. "What **does he mean** (PrS) that he **will have made** (FP) enough money by then?" "Ha, ha", John **laughed** (PS), "I **have** (PrS) a plan. By the end of the day, I **will have broken** (FP) into the major bank safe. I **will have taken** (FP) all of the money left there and I **will have spent** (FP) my last few miserable hours in this bank." When one of the girls **asked** (PS) him what he **was saying** (PC) he **repeated** (PS) more clearly, "At 10 am this time next week, I **will be flying** (PrC) to Mexico with my girlfriend. I **won't** certainly **be thinking** (PrC) about this bank any more." Little **did** John **know** (PS) that his colleagues **had taped** (PP) everything! "We **don't think** (PrS), he **will have been laughing** (FPC) that merrily by this time next week!" they **rumored** (PS).

**p. 191 Ex. J:** 1-would have been staying; 2-would have been jogging; 3-would have been lasting; 4-wouldn't have been learning; 5-would not have been taking; 6-would have been living; 7-would have been working; 8-would have been waiting for; 9-would have been arranging; 10-would have been passing; 11-would have been packing; 12-would have been living; 13-would have been examining; 14-would have been driving; 15-would have been participating; 16-would have been studying; 17-would have been re-housing

**p. 193 Ex. K:** 1-T; 2- F: avoid the Simple Future, use Future Continuous instead; 3-F: in questions asking for instructions or advice you'd better use SHALL; 4-T; 5-F: *by the time* is used with the Future Perfect and the Future Perfect Continuous; 6-T; 7-T; 8-T; 9-F: Like all future forms, the Future Perfect Continuous cannot be used in clauses beginning with time expressions; 10-F: Both Non-Continuous (state verbs that do not talk about actions, but talk about states, feelings, etc.) and Mixed Verbs cannot be used in any continuous tenses; 11-T; 12-T; 13-F: The Future Continuous emphasizes interrupted actions, whereas Future Perfect Continuous emphasizes duration of time before something in the future; 14-T; 15-T ; 16-F: The Future Perfect is used for actions that will be finished/ completed at a certain time in the future; 17-T; 18-F: Some books use the term Future Perfect Progressive, and others use – Future Perfect Continuous; 19-T; 20-F: If you want to use a future activity as an excuse, avoid *to be going to*, as that would make it sound like a personal preference at the moment. Use the Present Continuous instead, to make it clear that it is something you had already arranged, that you are engaged elsewhere; 21-T; 22-F: We use "will not" to show that we refuse to voluntarily do something; 23-T; 24-T; 25-F: Adverbs of time: *at three tomorrow; this time next year; two days from now; when* are used with the Future Continuous; 26-T; 27-T; 28-F: The Future Perfect Continuous is rarely used in speech; it is used mostly in writing, for example, in formal correspondence and scientific literature; 29-F: Adverbs of time: *by the time; by 2015; by tomorrow; before; when (in the meaning "by the time"); + for*

*two days; for a long time* are used with the Future Perfect Continuous; 30-T; 31-T; **32-F**: Adverbs of time: *by the time; by 2015; by tomorrow; before; when (by the time)* are used with the Future Perfect; **33-F**: The Simple Present is used instead of the Simple Future for the actions according to schedule/ timetable, usually about the work of public transportation, stores, cinema, etc.; **34-F**: Adverbs of time: *tomorrow; in a few days; next week; in 2015; soon* are used with the Future Simple; 35-T.

**p. 194 Ex. L:** 1-soon; 2-by the year 2012; 3-before; 4-by the time; 5-for a long period of time; 6-before; 7-by every other morning; 8-when; 9-by the end of the day; 10-by 4pm; 11-ever; 12-tomorrow; 13-by the nearest future; 14-by the next December; 15-so far; 16-by November 2011

**p. 198-199 Ex. P:** *Across:* 2-surgeon; 6-lawyer; 7-chef; 8-pilot; 10-diver; 11-astronaut; 12-farmer; 13- driving instructor *Down:* 1-model; 2-speech therapist; 3-cashier; 4-estate agent; 5- lifeguard; 7-caretaker; 9-engineer

**p. 207 Ex. A:** 1-a happy conclusion; 2-universal condemnation; 3-condition; 4-conditions; 5-conclusion; 6-condition; 7-conclusion; 8- appalling conduct; 9-conclusion; 10-conditions; 11-conference ; 12- conclusion; 13-confidence; 14-confidence; 15-conclusion; 16-conditions; 17-conduct; 18-conclusion; 19-condition; 20-confession

**p. 208 Ex. B:** 1-f; 2-k; 3-o; 4-r; 5-v; 6-m; 7-b; 8-q ; 9-g ; 10-t; 11-d; 12-z; 13-u; 14-i; 15-s; 16-h; 17-j; 18-a; 19-y; 20-l; 21-n; 22-p; 23-e; 24-c; 25-x; 26-w

**p. 209 Ex. C:** 1-entered on; 2-account for; 3-abide by; 4-crack down; 5- catch up with; catch up on; 6-deal with; 7-draw up; 8-enter into; 9-lay down; 10-limits to; 11-pencil in; 12-pertaining to; 13-refer to; 14-set up; 15-report to.

**p. 210 Ex. D:** 1-j; 2-f; 3-l; 4-h; 5-a; 6-o; 7-b; 8-c; 9-q; 10-m; 11-n; 12-d; 13-g; 14-e; 15- 16-i; 17-r; 18-p

**p. 211 Ex. E:** *I. Verb: GET:* 1-on; 2-around; 3-at; 4-away; 5-along; 6-by; 7-behind; 8- across; 9-into; 10-off; 11-down; 12-over; 13-through; 14-to; 15-back; 16- ahead; 17-out; 18-up.

**p. 212 Ex. E: II.:** *Verb: LOOK:* 1-out for; 2-over; 3-up; 4-into; 5-up to; 6-on; 7-in on; 8-after; 9-ahead; 10-upon; 11-out; 12-to; 13-down on; 14-into; 15- for; 16-forward to; 17- back; 18-through; 19-at.

**p. 213 Ex. E:** *Noun: TIME:* 1-wasting time; 2-of all time; 3-all the time; 4-no time to lose; 5-in no time; 6-at the same time; 7-time after time; 8-time of life; time was; 9-time and again; in the nick of time; 10-from time to time; 11-for a time; 12-at any time; 13-behind the times; 14-in time; 15-on time; 16-for the time being; 17-high time; 18-against time

**p. 214 Ex. F:** 1-Look out! 2-had been looking lively; 3-look his age; looked as if; 4-looked like; 5-looking at; Looking over at; 6-looked the other way; 7-who looks down their nose at me; 8-look after; 9-Look daggers at someone; 10-looked up his name; 11-looked Peter up; 12-look in on you; 13-was on the look out for; 14-looked up to Harrison Ford; 15-a look-alike; 16-looked me up and down; 17-looked him straight in the eye; 18-"Look lively!"

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Last week I was in Seattle and I remembered that my friend Peter had recently moved there. I **looked up his name** (10) in the telephone book, called, but got

the answering machine. Luckily, I finally found him at work. He was **looking at** (5) a picture on his desk, and I swear he **looked like** (4) the famous actor Harrison Ford! I know Peter **looked up to Harrison Ford** (14), but I was a little surprised to see that he had become **a look-alike** (15)! I said "**Look lively!**" (18) and he raised his eyes and **looked me up and down** (16). "Hello! If it isn't my old friend Ken!", Peter said. With that, he got up, **looked me up and down** (16) and shook my hand. I must admit, Peter didn't **look his age** (3) in the slightest. In fact, he **looked as if** (3) he was ten years older! I **looked him straight in the eye** (17) and said, "Well, I was in town and thought I'd **look in on you** (12) to see how you're doing in Seattle. How have you been?" Peter responded that he was fine, but that he **was** also **on the look out for** (13) a new cat. **Looking over at** (5) the picture, I noticed that it was of a cat. "Yes", he sighed, "I didn't really **look after** (8) my first cat very well. It ran away." "I'm sorry to hear that", I said. We talked for a while and decided to go out for a coffee. We were at a Starbucks when a beautiful woman walked into the Cafe. Peter quickly **looked the other way** (6). "Who's she?" I asked. "Nobody. Just someone **who looks down their nose at me** (7)." Just then somebody shouted "**Look out!**" (1) Peter jumped up and pushed the woman hard. At first, she **looked daggers at him** (9). Then, realizing what had happened, she noticed that because Peter **had been looking lively** (2), she hadn't slipped on an ice coffee drink that was all over the floor. I'm glad I **looked Peter up** (11); it was an interesting day anyway.

**p. 215-216 Ex. G:** 1-c; 2-b; 3-d; 4-a; 5-d; 6-a; 7-b; 8-c; 9-d; 10-a; 11-b; 12-d; 13-a; 14-c; 15-b; 16-a; 17-d; 18-b; 19-c; 20-a

**p. 217-219 Ex. H:** 1. = after smth. (a crime etc.) has occurred; 2. =to gather the evidence needed to make a legal case against someone; 3. =to accept the responsibility for paying the cost of smth.; 4. =at a distance, avoiding intimacy or familiarity; 5. =to pay a sum of money that allows someone to get out of jail/ stay out of jail while waiting for a trial; 6. =a reasonable person has no doubt that a the defendant is guilty of a crime and has reasonable proofs for such proposition; 7. =in good faith, without any element of dishonesty or fraud; 8. =the breaking of a promise which may also be a breach of contract; 9.= causing a disturbance, violent/ disorderly behavior; 10. = to fail to obey the law;

11. =the necessity to prove a disputed fact as required by the laws of evidence.

12. =to gather the evidence needed to make a legal case against someone

13. =with no obligations attached

14. =without risk of punishment

15. = the liability of one person through the act of another

16. = to pretend not to see someone who is doing something wrong

17. =false and exaggerated, invented by fraud or criminal deception

18. = precisely, exactly

19. = to be more important than someone or smth.

20. = to misrepresent the truth (usually in a small way)

21. = a straight and law-abiding route through life

22. = party that is legally/ morally obliged to accept the blame for smth.

23. = extra damages awarded to someone in order to punish them and in order to

deter others

24. =a hearing before a judge to determine if there is enough evidence to charge someone with a crime

25. = out of jail but being supervised by the police

26. = providing that

27. =any weapon capable of being used to cause physical injury or harm

28. = unofficially, informally

29. =by one's own choice

30. = worthless, canceled

31. = someone's closest relatives or family members

32. = behavior that is contrary to accepted rules of behavior

33. = a fact that is officially kept as a legal record and therefore can be proved

34. = to make a complaint against someone

35. = to free someone from prison or from an arrest

36. = the age when a person can do things such as buy alcohol or cigarettes or when they are responsible for their actions and can borrow money etc.

37. =a question to a witness designed to suggest or produce the reply desired by the questioner

38. = to state firmly what the rules or laws are for something

39. = reasons which the law accepts as justified

40. = the rights that each person has to be protected by the law

41. = an expert/ specialist whose opinions are used as evidence in a trial/ hearing

42. = a case where you incorrectly identify someone

43. ="let the buyer beware", a buyer is responsible to examine the goods that he/ she has purchased

44. = a legal order to stop doing smth. and not to start again

45. = indirect evidence

46. =a lawsuit that is made on behalf of a group of persons in a similar situation/ who have suffered a similar wrong

47. = to be completely honest with someone about smth., to confess smth. to someone

48. =in a civil lawsuit where the fault (negligence) of the two parties is taken into account in assessing damages

49. = evidence that is so strong that it proves the point in question beyond a reasonable doubt

50. =given to someone with one sentence following immediately after the other sentence

51.= to enforce a rule or law more strictly

52. = violent conduct that disturbs the peace of society or the community

53. =disorderly or violent or threatening conduct that disturbs the peace and tranquility of the community

54. = the rights that each person has to be protected by the law

55. =special circumstances that explain an irregular or improper way of doing something

**p. 220 Ex. I:** 1-g; 2-d; 3-j; 4-n; 5-v; 6-q; 7-x; 8-l; 9-p; 10-c; 11-r; 12-s; 13-z; 14-

k; 15-i; 16-w; 17-b; 18-t; 19-h; 20-a; 21-o; 22-e; 23-y; 24-u; 25-m; 26-f.

### **Your Self Assessment Test №3:**

#### **p. 223 Ex.1:**

1- has been deciding (PrPC); 2-had been interrogating (PPC); 3-had been trying (PPC); 4-will have been campaigning (FPC); 5-has always been causing (PrPC); 6-will have been refusing (FPC); 7-have been living (PrPC); 8-had been working (PPC); 9-had long been damaging (PPC); 10-will have been serving (FPC); 11-has been brewing (PrPC); 12- have been pointing (PrPC);13-(have been) suggesting; 14-have been debating (PrPC).

**p. 224 Ex. 2:** 1-b; 2-c; 3-a; 4-b; 5-c; 6-a; 7-d; 8-c; 9-c; 10-c; 11-a; 12-b.

**p.225 Ex. 3:** 1=be kind or gentle with someone or smth.; 2=to take and be bound by an oath; 3=charge or convict someone of as many crimes or for as much time as possible; 4=sit in the witness chair in a courtroom; 5=someone who is legally/morally obliged to do smth./ accept the blame for smth.; 6=to make an objection about someone/ smth. in a trial; 7=to find all the weak points/ flaws in an argument; 8=to send someone to prison; 9=to make a judgment of someone; 10=to pledge to tell the truth about something (in a court of law someone may swear to tell the truth by placing his or her hand on a bible or other religious text); 11=to refuse to incriminate oneself because of the protection of the Fifth Amendment of the Constitution of the United States (in the U.S. a witness at a trial has this right); 12=to ask a judge for mercy when being sentenced for a crime; 13=when someone is absent from a court/ meeting; 14=to dismiss someone/ smth. as ridiculous; 15=a legal matter that is simple and uncomplicated; 16=the appropriate but chance reward/ punishment by someone who deserves it; 17=to announce/ deliver a legal decision/ verdict in a court; 18=to be in an undecided state.

**p. 227 Ex. 5:** 1-would not have been giving (PFPC); 2-had been (PP); 3- had been recruiting (PPC); 4-had been presenting (PPC); 5-would have been using (PFPC); 6-had been investigating (PPC); 7-had been illegally transferred out (PP); 8-had committed (PP); 9-had broken (PP); 10-had been disturbing (PPC); 11-had accused (PP); 12-had been persistently violating (PPC); 13-had just been acting (PPC); 14-would have been investing (PFPC); 15-had built (PP); 16-had been using (PPC); 17-would have been forcing (PFPC); 18-would have been closing (PFPC).

**p. 228 Ex. 6:** 1-PP (expresses completed action before smth. in the past); 2-PrP (an uncompleted action you are expecting); 3-PC (Interrupted action in the past); 4-PS (completed action in the past); 5-PrC (action in progress now); 6-PrS (indicate that a fact was true before, is true now, and will be true in the future); PrPC (duration from the past until now with a more general meaning of *lately*); 7-PPC (shows that smth. started in the past and continued up until another time in the past – *for 3 years*); PS (completed action in the past – *in 1998*); 8-FS (*Will* expresses here a future voluntary action); 9-FPC (duration before smth. in the future); 10-FPC (duration before smth. in the future); 11-PPC (duration before smth. in the past); 12-PPC (duration before smth. in the past).

#### **p. 229 Your Teacher`s Assessment Test № 3:**

**p. 229 Ex. 1**

<b>№</b>	<b>Demands on Use</b>	<b>Tense</b>
1	shows that smth. will continue up until a particular event or time in the future	FPC
2	shows that smth. started in the past and continued up until another time in the past	PPC
3	demands signal words as <i>by the time; before; after; when (in the meaning "by the time"); + for two hours; for a long time, etc.</i>	PPC
4	used while putting emphasis on the course or duration (not the result) of an ongoing action	PrPC
5	it is sometimes interchangeable with past perfect simple	PPC
6	demands signal words as <i>all day, for 4 years, since 1993, how long?, the whole week, lately; regularly, so far; by now; since; for an hour; for a week; for five years, etc.</i>	PrPC
7	used while putting emphasis on the course of an action in the future	FPC
8	denotes action that might have taken place in the past	PFPC
9	denotes action that recently stopped or is still going on	PrPC
10	demands signal words as <i>by the time; by 2015; by tomorrow; before; when (in the meaning "by the time"); + for two days; for a long time, etc.</i>	FPC
11	denotes finished action that influenced the present	PrPC
12	used while putting emphasis on the duration or course of an action in the past	PPC
13	In reported speech the Past Continuous and Present Perfect Continuous is changed to it	PPC
14	another action in the future is expressed by the Simple Present in this sentence	FPC
15	In reported speech the Past Perfect and <i>this tense</i> remain unchanged	PPC
16	the activity has been going on for some time by now	PrPC
17	stative verbs (non-progressive verbs) are used in the Past Perfect instead of this tense	PPC
18	this tense is used mostly in writing, for example, in formal correspondence and scientific literature	PPC
19	it is used to express the idea that in the past you thought smth. would happen in the future	PFPC

**p. 230 Ex.2:** 1-had crashed (PP); 2-had been struggling (PPC); 3-were investigating (PC); 4-had been hunting (PPC); 5-had broken (PP); 6-(had) robbed; 7-had been seeking (PPC); 8-had been witnessing (PPC); 9-had been hearing (PPC); 10-had been targeted (PP); 11-were sitting (PC); 12- were ferrying (PC); 13-had been indicted (PP); 14-had been dusting (PPC); 15- was tinkering (PC); 16-had fixed (PP); 17-was targeting (PC); 18- had not been hacked (PP); 19-had been shutting down (PPC); 20-had detected (PP); 21-had been reported (PP).

**p. 231 Ex. 3:** 1-has failed (PrP); 2-has been practicing (PrPC); 3-have been

looking for (PrPC); 4-haven't been able; 5-has read (PrP); 6-has ever written (PrP); 7-have been waiting (PrPC); 8-have fallen (PrP); 9-have been thinking (PrPC); 10-have decided (PrP); 11-haven't found (PrP); 12-has increased (PrP); 13-has been changing (PrPC); 14-has maintained (PrP); 15-has been (PrP); 16-has ever attracted (PrP); 17-have been producing (PrPC); 18-have been affecting (PrPC); 19-have been creating (PrPC); 20-have been reignited (PrP); 21-has been (PrP); 22-has been getting (PrPC).

**p. 232 Ex. 4:** 1-had been drinking (PPC); 2-had been thinking (PPC); 3-had been stolen (PP); 4-had been being sold (PPC); 5-had been investigating (PPC); 6-had been investigating (PPC); 7-had been building (PPC); 8-had been tracking (PPC); 9-had been confused (PP); 10-(had been) disordered; 11-had been revealed (PP); 12-had seen (PP); 13- had been disclosed (PP); 14-had finally been reached (PP); 15-had been approved (PP); 16- had been participating (PPC); 17-had been rioting (PPC); 18-had been proven (PP); 19-had shown (PP); 20-had once been intended (PP); 21-had succeeded (PP); 22-had been growing.

**p. 233 Ex. 5:** 1-will have been trying (FPC); 2-will have finished (FP); 3-will have left (FP); 4-will have been leaving; 5-will have been living (FPC); 6-will have come (FP); 7-will have been assembling (FPC); 8-will have been debating (FPC); 9-won't have been wearing (FPC); 10-will have spent (FP); 11-will have been paid off (FP); 12-will have seen (FP); 13-will have been eating (FPC); 14-will have been living (FPC); 15-wil have been gambling (FPC); 16-will have been serving; 17-will have enhanced (FP); 18-will have given (FP); 19-have been driving (FPC); 20-will have been interrogating (FPC); 21-will have studied (FP).

**p. 234 Ex. 6:** 1-a slap on the wrist; 2-a vested interest; 3-above board; 4-above the law; 5- a law unto themselves; 6-beats the rap; 7-by the book; 8-is caught red-handed; 9-cooks the books; cooks the accounts; 10-cover your tracks; 11-to face the music; 12-fall from grace; 13-feather your own nest; 14-grease someone's palm; 15- keep your nose clean; 16-lay down the law; 17-mend your ways; 18-red tape; 19-the jury is still out; 20-under the table

**p. 235 Ex. 7:** 1-b; 2-c; 3-a; 4-a; 5-b; 6-c; 7-b; 8-a; 9-c; 10-b; 11-a; 12-b; 13-a; 14-a; 15-b; 16-a; 17-a; 18-c.

**Your Final Evaluation Test: p. 237 Ex.1:** 1-had just thrown us a curve (PP); 2-would have been having (PFPC); 3-have been working (PrPC); 4- had forgotten (PP); 5-will only have brought (FP); 6-had been receiving (PPC); 7-would have been leaving (PFPC); 8-has been sitting (PrPC); 9-had done (PP); 10-has just been notified (PrP); 11-had happened (PP); 12-has been trying (PrPC); 13-will have conformed (FP); 14-would have been becoming (PFPC); 15-has been (PrP); 16-have been polluting (PrPC); 17-will have reduced (FP); 18-has been plunged (PP); 19-will have exactly been following (FPC); 20-would have handed (PFP); 21-had committed (PP); 22-has knocked off (PrP); 23-would have collided (PFP); 24-hasn't driven (PrP); 25-had been completely written off (PP); 26-will have been injured (FP); 27- has only been sinking (PrPC); 28-have issued (PrP); 29-will have been being built; 30- will have been issuing (FPC); 31-will have been able (FP); 32-has lived (PrP).

**p. 239 Ex. 2:** 1-c; 2-b; 3-b; 4-b; 5-a; 6-c; 7-b; 8-a; 9-c; 10-b.



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## What you should know and how much you'd score:

<b>Rubrics // Exercises to fulfill // Tests to pass // Records to keep*</b>	<b>Importance level</b>	<b>Total 100% Suffice 70%</b>	<b>Best 100% Least 40%</b>
Grammar Rules: Noun: Quantity expressions Your Training Exercises	high medium	all 157/110	100/50 157/63
Grammar Rules: Pronouns Your Training Exercises	high medium	all 163/114	100/50 163/65
Grammar Rules: Degrees of Comparison of Adjectives Your Training Exercises	high medium	all 174/122	100/50 174/70
Your Self - assessment Test №1 Your Teacher's assessment Test №1	high + high +	85/60 74/52	85/34 74/30
Grammar Rules: Present Perfect Tense Your Training Exercises	high medium	all 220/154	100/50 220/88
Grammar Rules: Past Perfect tense Your Training Exercises	high medium	all 218/153	100/50 218/87
Grammar Rules: Future Perfect Tense Your Training Exercises	high medium	all 246/172	100/50 246/98
Your Self - assessment Test №2 Your Teacher's assessment Test №2	high + high +	159/111 131/92	159/64 131/52
Grammar Rules: Present Perfect Continuous (progressive) Tense Your Training Exercises	high medium	all 195/137	100/50 195/78
Grammar Rules: Past Perfect Continuous (progressive) Tense Your Training Exercises	high medium	all 218/153	100/50 218/87
Grammar Rules: Future Perfect Continuous (progressive) Tense Your Training Exercises	high medium	all 237/166	100/50 237/95
Lexicology and Phraseology: Collocations, Idioms and Phrasal verbs Your Training Exercises	high medium	all 253/177	100/50 253/101
Your Self - assessment Test №3 Your Teacher's assessment Test №3	high + high +	91/64 143/100	91/36 143/57
Your Final Evaluation Test	high +	157/110	157/63

\*Keep records of your achievements / Fill in your self-assessment list regularly / Attach your assessment list and exercise files to your E-portfolio case-file (all templates are available at your English professor's or tutor's department).

