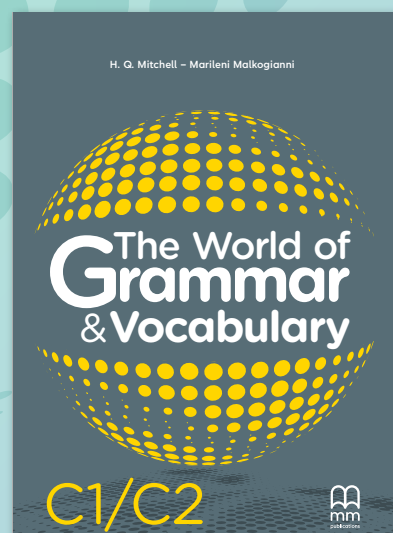
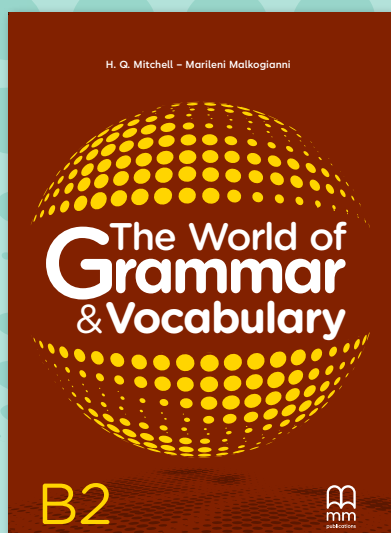
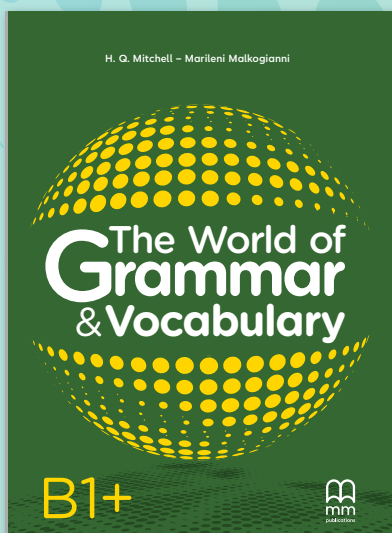
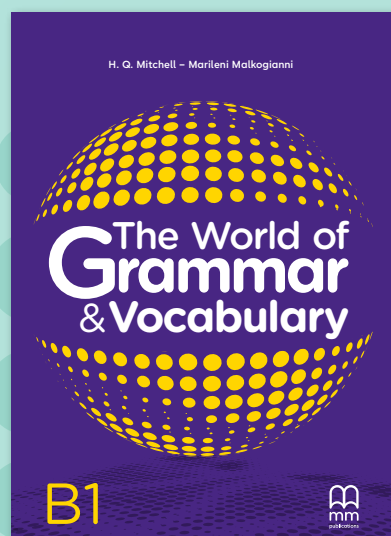
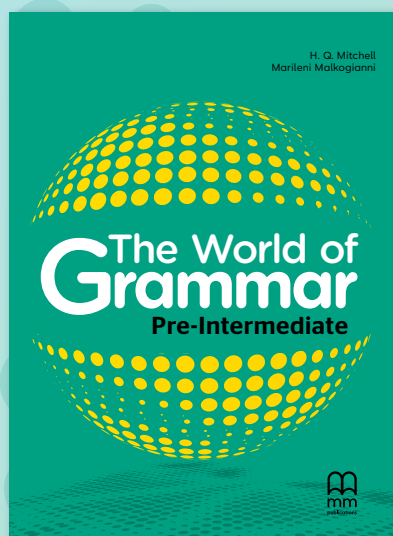
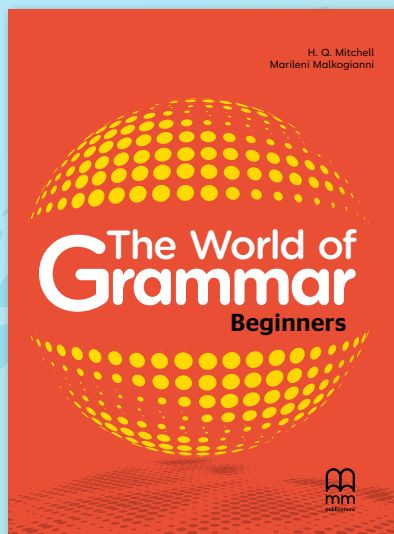


SAMPLE PAGES CATALOGUE



The World of Grammar

4 Levels

THE WORLD OF GRAMMAR is a carefully graded grammar series for teenagers consisting of seven books (from A1.1 to C1/C2). Beyond this, the series features a diverse range of oral and written activities, all set in relevant contexts and real-world scenarios to enhance learning engagement and applicability.

The World of Grammar series is accompanied by the World of Grammar Teacher's Digital Resources, including Tests, the Grammar Book Key, and Teacher's Notes.



A1.1



A1.2



A2



B1



B1+



B2



C1/C2

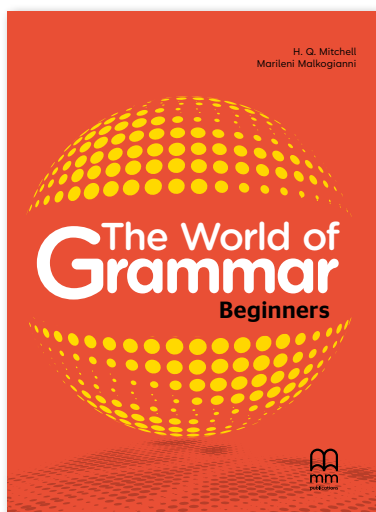
Key Features

- Presentation of structures in meaningful contexts and realistic situations
- Clear explanations and illustrative examples
- Colourful photographs and illustrations throughout the book
- Carefully graded activities
- Communicative activities
- Oral and written practice in every unit
- Revision units
- Vocabulary practice

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Components for Students



Student's Book

Components for Teachers



< **World of Grammar Teacher's Digital Resources Including Tests, the Grammar Book Key, and Teacher's Notes**



< **Interactive Whiteboard Material**



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- Unit 13** Clauses of Result – Clauses of Concession

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- Unit 15** Past Progressive – Time Clauses (when, while, as, as soon as)

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Irregular Verbs

B1

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Unit 2 Past Simple - Used to - Would

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B2

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Unit 18 Unreal Past - Wishes - It's time - as if / as though

Unit 19 would rather - would prefer

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Unit 20 Reported Speech

Unit 21 Causative Form

Revision: Units 20-21

Exam Practice 5: Units 18-21

Revision: Units 1-21 Glossary

British and American English

Verbs, Adjectives, Nouns with Prepositions

Prepositional Phrases

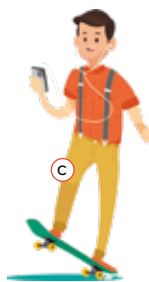
Derivatives

Irregular Verbs

UNIT 2

The verb *have got*

Read and match the sentences (1-3) with the pictures (a-c).



1. Alan **has got** a smartwatch and sunglasses.
2. Dennis **has got** a skateboard and a smartphone.
3. Tom and Peter **have got** a laptop.

☐
☐
☐

Grammar

The verb *have got*

We use the verb **have got**:

- to show that something belongs to somebody.
I have got a skateboard.
- to talk about relationships between family members.
She's got two brothers.
- to describe people, animals or things.
My mother has got brown eyes.

AFFIRMATIVE		NEGATIVE	
Full Forms	Short Forms	Full Forms	Short Forms
I have got	I've got	I have not got	I haven't got
You have got	You've got	You have not got	You haven't got
He has got	He's got	He has not got	He hasn't got
She has got	She's got	She has not got	She hasn't got
It has got	It's got	It has not got	It hasn't got
We have got	We've got	We have not got	We haven't got
You have got	You've got	You have not got	You haven't got
They have got	They've got	They have not got	They haven't got

9

Unit 2

QUESTIONS	SHORT ANSWERS	
Have I got?	Yes, I have.	No, I haven't.
Have you got?	Yes, you have.	No, you haven't.
Has he got?	Yes, he has.	No, he hasn't.
Has she got?	Yes, she has.	No, she hasn't.
Has it got?	Yes, it has.	No, it hasn't.
Have we got?	Yes, we have.	No, we haven't.
Have you got?	Yes, you have.	No, you haven't.
Have they got?	Yes, they have.	No, they haven't.

NOTE: We use **short forms** when we speak or when we write to friends.
I've got a tablet and you've got a laptop.

Activities

A. Choose a or b.

1. The children ___ a game console.
a. have got b. has got
2. My cousins ___ new sunglasses.
a. have got b. has got
3. I ___ a new laptop.
a. has got b. have got



4. Our teacher ___ a red bag.
a. has got b. have got
5. Jim ___ a baby sister.
a. have got b. has got
6. My best friend ___ a cool smartwatch.
a. have got b. has got



B. Complete the sentences with the correct form of the verb *have got*.



1. A: We ___ two friends.
B: What are their names?
A: Mona and Lisa. They're sisters.
B: ___ they ___ a brother?
A: No, they ___.



2. A: ___ Robbie ___ an e-scooter?
B: No, he ___ He ___ rollerblades.
A: ___ he ___ a skateboard too?
B: Yes, he ___ It's cool!

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Unit 2

C. Look at the pictures and the prompts. Write questions and answers, as in the example.



1. Terry / blue game console / ?
Has Terry got a blue game console? No, he hasn't. He's got a black game console.



2. Laura / orange rollerblades / ?



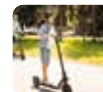
3. he / sister / ?



4. they / red bags / ?



5. Maria / blue headphones / ?



6. he / e-scooter / ?

D. Answer the questions about yourself.

1. Have you got a new teacher?

2. Have you got a smartwatch?

3. Have you got a tablet?

4. Have you got a brother or sister?

Speaking

Talk in pairs. Use the words in the box to ask and answer questions, as in the example.

headphones rollerblades tablet e-scooter

Have you got headphones?

Yes, I have. / No, I haven't.



Writing

Write a few sentences about things you have got.

I have got...



11

UNIT 22 Present Perfect Simple vs Past Simple

Look at the picture and read the dialogue.

Interviewer Windsurfing is one of the coolest water sports. Pete Davis, 16, **tried** it for the first time only a few months **ago** and he's **already become** very good at it! Tell us, Pete, how **did** you **start** windsurfing?

Pete My friend Jim **talked** to me about it. When I **tried** it for the first time, I **loved** it!

Interviewer Why **did** you **decide** to try windsurfing?

Pete Because I've **always liked** trying new sports, and I love the sea too!

Interviewer Have you **ever had** an accident?

Pete No, never. Windsurfing isn't really dangerous, but of course, you have to be careful and listen to your teacher!

Interviewer Of course! Thank you very much, Pete.

Now write T for True or F for False.

- Pete has tried windsurfing only once. ☐
- Pete learnt about windsurfing from a friend. ☐
- Pete feels worried about trying new sports. ☐
- Pete thinks windsurfing isn't safe. ☐

Grammar

Present Perfect Simple vs Past Simple

The **Present Perfect Simple** is used for actions that happened in the past, but we don't mention when exactly.

I have visited Japan.

TIME EXPRESSIONS

ever, never, before, always, so far, once, twice, just, already, yet

The **Past Simple** is used for actions that happened at a specific time in the past.

I visited Japan last summer.

TIME EXPRESSIONS

last week/month/year, ago, yesterday, in 2018, etc.

- Ago** is always used with the **Past Simple**.
I went rock climbing two weeks ago.
- Before** is used with the **Present Perfect Simple**.
I've been rock climbing before.

Unit 22

Activities

A. Read the dialogues and choose the correct options.

1. **Teacher** Have you finished / Did you finish your project yet?

Mandy I have. I **have finished / finished** it yesterday evening but I **have forgotten / forgot** to put it in my bag this morning.

Teacher OK, then you can bring it to class tomorrow.

2. **Mark** Did you ever visit / Have you ever visited London?

Luke No, I **never travelled / have never travelled** to England.

3. **Amanda** Let's go for a walk.

Louise I can't. I **woke up / have woken up** ten minutes ago and I **haven't had / didn't have** breakfast yet.

B. Complete the dialogues with the Past Simple or the Present Perfect Simple of the verbs in brackets.

1. **Francis** Hey, Kelly, where (1) _____ you _____ (be)?

I (2) _____ (see) you only once at the youth club this month.

Kelly Well, a week ago my family and I (3) _____ (go) to Spain and we

(4) _____ (visit) my aunt and uncle.

Francis (5) _____ you _____ (have) a good time?

Kelly Yes, it (6) _____ (be) great! But we (7) _____

(not spend) a lot of time sunbathing by the sea because my mum (8) _____

(want) to visit all the museums and art galleries.

2. **Alan** So, (9) _____ you ever _____ (visit) Africa?

Derek Yes, I (10) _____ (go) there last year. It (11) _____

(be) a wonderful experience.

Alan (12) _____ you _____ (see) wild animals?

Derek Of course. But I also (13) _____ (buy) souvenirs, (14) _____

(try) local food and (15) _____ (explore) some wildlife parks.

Alan Wow! I really want to go to Africa.

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Unit 22

C. Look at the pictures and the prompts. Write questions and answers using the Past Simple and the Present Perfect Simple, as in the example.

1. you / ever / eat / traditional Japanese food / ? → Yes / last week

Have you ever eaten traditional Japanese food?

Yes, I have. I ate traditional Japanese food last week.



2. your brother / break / arm / before / ? → Yes / 2018

3. your cousins / play / hockey / before / ? → Yes / last weekend



4. Ian and Max / ever / visit / Egypt / ? → Yes / two years ago

5. Derek and Jill / try / horse riding / ? → Yes / yesterday



6. Alice / already / pack / suitcases / ? → Yes / two hours ago

Speaking

Talk in pairs. Ask and answer questions about things you have or haven't done on holidays. Use some of the ideas in the box or your own.

- do water sports
- buy souvenirs
- try horse riding
- sunbathe
- try local food
- try scuba diving

Have you done any water sports?

Yes, I have. I did water sports last August in Greece. / No, I haven't.

Writing

Write sentences saying whether you have done the activities in the box before and, if so, when.

- visit / museum, art gallery, etc.
- play / hockey, handball, volleyball, etc.
- try / sailing, windsurfing, etc.
- explore / city, countryside, etc.

I have visited the National Museum. I went there last summer. I haven't...

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UNIT 17 Full Infinitive and Bare Infinitive – -ing form

Look at the picture and read the dialogue.

Jane Are you making origami again, Scott? What is origami anyway?

Scott Origami is the Japanese art of **folding** paper. It's a popular hobby all over the world.

Jane So, what exactly do you do?

Scott You use a piece of paper **to make** models of animals, flowers and other things. You can only **fold** the paper—you can't **cut** it. By **doing** this, it's possible **to make** thousands of designs, like kangaroos that can actually **stand**, or a plane that is ready **to fly**!

Jane It sounds amazing! Is it difficult?

Scott Well, you must **practise** a lot **to become** good at it! But believe me, if you start, you won't **stop**. So, would you like **to try**?

Jane I've got nothing else **to do** on a rainy day, so why not?



Now write T for True or F for False.

1. You can use a piece of origami paper to make a model kangaroo.
2. Scott is really into this popular hobby.
3. Jane has tried origami before.

☐
☐
☐

Grammar

A. Infinitive

There are two types of infinitive:

- **full infinitive:** **to +** base form of the verb
to do
- **bare infinitive:** base form of the verb **without to**
do

We use the **full infinitive**:

- to express **purpose**.
She went to the airport to get her sister.
- after the verbs: **want, would like, would love, decide, forget, learn, teach, need, plan, promise, try, hope, manage, arrange, choose, offer, refuse, expect, agree, tell**, etc.
I plan to visit Finland this summer.
- with **too** and **enough**.
The tea is too hot to drink.

- after the structure **it + be + adjective**.
It's easy to make model planes.
- after the adjectives: **afraid, surprised, free, happy, ready, sorry**.
He was afraid to go into the dark room alone.

We use the **bare infinitive**:

- after modal verbs: **can, could, will, would, should, may, might, must**.
He will call us later.
You should try some of this amazing cake.
- after the verbs **let** and **make** (in the Active Voice).
She makes me go to the gym twice a week.
Let me help you with that.

NOTE: We can use the verb **help** with a **full infinitive** or a **bare infinitive**.
I always help my brother tidy our room. OR *I always help my brother to tidy our room.*

B. -ing form

The **-ing form** (base form of the verb + **-ing**) can be used as a noun.

We use the **-ing form**:

- as the **subject** of the verb.
Skateboarding is great fun.
- after verbs which express **likes and dislikes**: **like, love, hate, enjoy, prefer**, etc.
I don't like doing chores around the house.
- after certain verbs which express **beginning or end**: **continue, stop, finish, start, begin**, etc.
I started taking swimming lessons when I was six.
- after certain verbs such as: **avoid, imagine, keep, practise, suggest, risk, spend (time)**, etc.
I spent my weekend lying in bed.
- after certain expressions such as: **don't mind, can't stand, be interested in, it's worth, can't help, feel like, look forward to, How/What about...?**, etc.
How about visiting the Faroe Islands this summer?
- after **prepositions**: **in, at, on, by, of, about**, etc.
Are you good at cooking?
- after the verb **go** to indicate activities: **go swimming/shopping/fishing**, etc.
I'm going snowboarding this Saturday.

NOTE: • The verbs **like, dislike, love, hate, start, begin** are followed by a **full infinitive** or an **-ing form**, without any significant difference in meaning.
I like trying local food when I go on holiday.
I like to try local food when I go on holiday.

• The verbs **stop** and **remember** are followed either by a **full infinitive** or an **-ing form**, but have a different meaning.
Alice stopped doing the washing-up. (= She is not doing the washing-up any more.)
Alice stopped to do the washing-up. (= She stopped what she was doing and started doing the washing-up.)
I remember closing the window this morning. (= I closed the window and I remember I did so.)
I remembered to close the window this morning. (= I did not forget to close the window.)

Activities

A. Choose the correct options.

1. I have decided **make / to make** a model plane.
2. It's foggy outside, so remember **turn on / to turn on** your car's fog lights.
3. It might **rain / to rain**, so take an umbrella when you go out.
4. Steve's parents don't let him **play / to play** computer games on weekdays.
5. My friends and I are planning **visit / to visit** Spain this summer.
6. Could you **give / to give** me a blanket, please? I'm cold.
7. Our mother made us **tidy / to tidy** our room before we went to the park.
8. Alice was very surprised **find / to find** a present on her desk.
9. Unfortunately, we didn't have enough time **explore / to explore** the forest.
10. Joe and Kevin visited the museum **see / to see** the new paintings.
11. Mona promised **be / to be** here on time, but she's late again!
12. You mustn't **point / to point** at people, Ron. It's rude.

B. Complete the sentences with the -ing form of the verbs in the box.

laugh live have fly visit move learn listen travel

1. He spent two weeks _____ on an island in the middle of the ocean before they found him.
2. Jim usually avoids _____ by plane because he's afraid of _____.
3. _____ breakfast in the morning is really important.
4. We're thinking about _____ to a bigger house.
5. We're looking forward to _____ our family in Canada this summer.
6. Max started _____ Spanish five years ago.
7. Lea couldn't help _____ when she saw the comedy I suggested.
8. This song is just amazing. I can't stop _____ to it.

C. Read the text and choose a, b or c.

Camper's World

Are you looking for a wonderful place (1) _____ your holiday? Then you should (2) _____ Camper's World. Camper's World is the perfect place to camp, whether you just want (3) _____ or are just looking forward to (4) _____ an exciting holiday in the English countryside. You'll be surprised (5) _____ how many things you can (6) _____ here. You can (7) _____ in the lake or go (8) _____ in the river. You will also be able (9) _____ our hiking team. Finally, if you are interested in (10) _____ sightseeing, our camp organises trips to places of interest. Camper's World promises an experience you will never forget!



- | | | |
|----------------|----------------|----------------|
| 1. a. spend | b. to spend | c. spending |
| 2. a. visit | b. to visit | c. visiting |
| 3. a. relax | b. to relax | c. relaxing |
| 4. a. have | b. to have | c. having |
| 5. a. discover | b. to discover | c. discovering |
| 6. a. do | b. to do | c. doing |
| 7. a. swim | b. to swim | c. swimming |
| 8. a. fish | b. to fish | c. fishing |
| 9. a. join | b. to join | c. joining |
| 10. a. go | b. to go | c. going |

Unit 17

D. Complete the sentences with the correct form of the verbs in brackets.

1. I made soup, but it's too spicy _____ (eat).
2. Doris remembers _____ (take) her mobile phone with her this morning, but she can't find it now.
3. Let me _____ (show) you how to download this new app, Grandpa.
4. I don't mind _____ (go) to the National Art Museum again. I enjoyed it the last time.
5. It's very difficult for drivers _____ (drive) on icy roads.
6. My nephew keeps _____ (refuse) to eat anything that's green.
7. You must _____ (take) at least 1.5 litres of water with you when you go hiking in the mountains.
8. On their way to the event, they stopped _____ (have) lunch at the nearest restaurant.

E. Rewrite the sentences using the words given.

1. It isn't warm. We can't go for a swim. → **enough**
2. Let's do something adventurous at the weekend! → **how about**
3. Marcus didn't touch the horse. He was afraid. → **too**
4. I don't like getting up early in the morning at all. → **stand**
5. He didn't talk to Angela because he was angry with her. → **refused**
6. I've made plans to see Mark on Wednesday. → **arranged**

Speaking

Talk in pairs. What is the best way to spend your free time? Use the ideas in the box and discuss.

- cook
- sleep
- hang out with friends
- surf the net
- do sports
- do hobbies
- read books
- listen to music
- watch TV

In my opinion, the best way to spend your free time is by cooking because it helps you relax after a long day. What do you think?

I don't agree because cooking is boring. In my opinion, ...



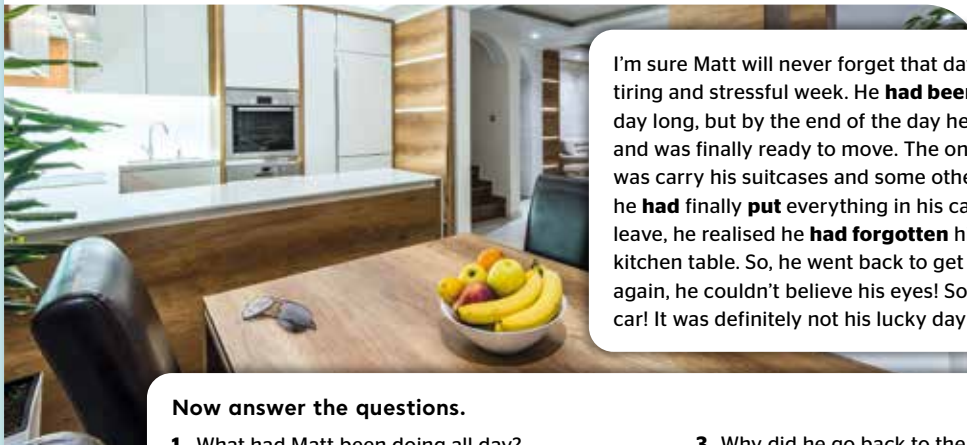
Writing

Write a paragraph discussing your favourite ways to spend your free time. Use the ideas in the box in the Speaking activity.

UNIT 12

Past Perfect Simple – Past Perfect Progressive

Look at the picture and read the text.



I'm sure Matt will never forget that day. It **had been** a very tiring and stressful week. He **had been packing** his things all day long, but by the end of the day he **had finished** everything and was finally ready to move. The only thing he **hadn't done** was carry his suitcases and some other boxes to his car. When he **had** finally **put** everything in his car and he was about to leave, he realised he **had forgotten** his sunglasses on the kitchen table. So, he went back to get them. When he came out again, he couldn't believe his eyes! Somebody **had taken** his car! It was definitely not his lucky day!

Now answer the questions.

1. What had Matt been doing all day?

2. What hadn't he done?

3. Why did he go back to the kitchen?

4. When he came out, what did he realise?

Grammar

A. Past Perfect Simple

AFFIRMATIVE	NEGATIVE	QUESTIONS
I had (I'd) finished He had (He'd) written	It had not (hadn't) finished They had not (hadn't) written	Had you finished? Had she written?

We use the **Past Perfect Simple**:

- for an action which was completed before a specific time in the past.
Larry had finished his homework by 6.00 p.m. yesterday.
- for an action which was completed before another action in the past (in time clauses with **before**, **after**, **when**, **by the time**).

We use the **Past Perfect Simple** for the action that happened first and the **Past Simple** for the action that followed.

She had just woken up when I called her.

- with adjectives/adverbs in the superlative degree and expressions such as: **the first/second/only...**, etc. when the sentence refers to the **past**.

It was the most interesting board game I had ever played.

TIME EXPRESSIONS

by + point in time
before + point in time
already, ever, never, just, until,
before, after, when, by the time

NOTE: When two actions which were both completed in the past are connected with **before** or **after**, we can use either the **Past Perfect Simple** or the **Past Simple** for the action that happened first. For the second action we use only the **Past Simple**.

The students had sat down before the teacher arrived.

The students sat down before the teacher arrived.

B. Past Perfect Progressive

AFFIRMATIVE	NEGATIVE	QUESTIONS
I had (I'd) been searching	It had not (hadn't) been searching	Had you been searching?

We use the **Past Perfect Progressive**:

- for an action which was in progress before another action or a specific (point of) time in the past (in time clauses with **when, before, after, by the time**).
By ten o'clock last night, I had been working on the computer for ten hours.
I had been waiting for 20 minutes before I realised that I was at the wrong bus stop.
- for a lengthy action which took place in the past and its results were obvious at a later (point of) time in the past.
Peter was really tired because he had been painting the house all day long.

TIME EXPRESSIONS

by + point in time
before + point in time
already, by the time, when, for, since, after, before, how long

NOTE: Stative verbs are not usually used in the Past Perfect Progressive.

Grammar Practice

A. Complete the sentences with the Past Simple, Past Perfect Simple or Past Perfect Progressive of the verbs in brackets.

- Eric _____ (wait) for over an hour before Harry _____ (come).
- I _____ (finish) my homework by 6 p.m. yesterday.
- My parents _____ (encourage) me to become a doctor for years.
- We _____ (be) late and by the time we _____ (get) to the station, the train _____ (already / leave).
- Elisa _____ (be) tired because she _____ (clean) the house all day.
- Patrick _____ (realise) he _____ (forget) to bring his ticket, when he _____ (arrive) at the theatre.

B. Use the prompts to write sentences. Use the Past Simple, Past Perfect Simple or the Past Perfect Progressive.

- he / stay / London / ten days / before / go / Bristol / .

- our mother / finish / cooking / by the time / guests / arrive / .

- when / class / end / students / already / finish / test / .

- Edward / be / exhausted / because / travel / all day / .

- my friend / come / after / I / leave / the restaurant / .

- Craig / walk / park / an hour / when / meet / old friend / .

C. Read what the people said about an earthquake that occurred yesterday. Complete the texts with the Past Perfect Simple or the Past Perfect Progressive of the verbs in brackets.

- I was very exhausted because I (1) _____ (study) all day, so I decided to go to bed early. Luckily, I (2) _____ (not fall) asleep when the earthquake took place. Actually, I (3) _____ (just / get) out of bed to get a glass of water when part of the wall fell in on it. Later I realised how lucky I (4) _____ (be).
- I (5) _____ (play) video games for hours and I was thinking of going out for a walk when the earthquake started. When my brother felt the ground shake, he told me to get under the table immediately, but I (6) _____ (already / do) so.
- I was in my car. I (7) _____ (just / leave) work. I (8) _____ (never / experience) an earthquake before, so I didn't know what to do. I stopped the car and stayed inside. After the earthquake (9) _____ (stop), I continued driving. When I arrived home, I felt relieved that the earthquake (10) _____ (not affect) my house.

D. Complete the second sentence so that it has a similar meaning to the first one, using the word given. You must use between two and five words including the word given.

- We finished the piano lesson. Then we went to Tina's house. **had**
We went to Tina's house _____ the piano lesson.
- I had been asleep for only ten minutes when the baby woke up. **sleeping**
I _____ only ten minutes when the baby woke up.
- We ordered lunch and then Dennis came and joined us. **already**
We _____ when Dennis came and joined us.
- Wendy had been in front of her computer for ten hours before she went to bed. **working**
Wendy _____ her computer for ten hours before she went to bed.
- They packed their suitcases and then took a taxi to the train station. **had**
As soon _____ their suitcases, they took a taxi to the train station.
- I finished the project and then sent it to John by email. **after**
I sent the project to John by email _____ it.

Speaking

Imagine that you were invited to a friend's house, but unfortunately, you were delayed and arrived late. Say what the people *had done* or *had been doing* at your friend's house before you arrived.

Before I arrived, Mia had already cooked.
James...

Vocabulary Practice

Complete the sentences with the phrases in the boxes.

in a good/bad mood: when sb is feeling good or bad
in danger: in a situation that is not safe and can cause harm
in fact: used to emphasise sth or give more information about it
in fashion: used to say that a style of clothing is popular and trendy at a particular point in time
in the beginning: at first; used to talk about the period when sth began
in the end: finally; used to talk about the last part of an activity, story, etc.

- I really couldn't decide what to order, but _____, I chose the spicy seafood soup.
- The colour orange is really _____ again this summer. Everybody's wearing it!
- Many people climb this mountain every year. _____, 5,000 people climbed it last year.
- When my football team lost the championship, I was _____ for at least a week!
- When the swimmer saw a shark in the water, he really thought he was _____. Luckily, the shark just swam away.
- _____, I thought I could finish the assignment in an hour, but then I realised that I needed much more time.

at a glance: used when saying what you noticed when you quickly looked at sb/sth
at first: used to talk about when sth began, usually sth that changed later
at once: without waiting at all
at the age of: used to say that sb did sth or that sth happened to sb when they were at a specific age
at the beginning: used when we want to talk about the time when sth is just starting
at the end: when sth finishes
at the same time: when two or more things happen at one time

- _____, skysurfing seemed difficult to me, but after a few lessons, it started to get much easier.
- The school art competition is going to be held _____ of April, probably on the 2nd of the month.
- Don't ask me how, but my brother can watch TV and read a book _____!
- He starred in his first big adventure film _____ 20.
- When the earthquake happened, we all evacuated the building _____.
- _____ of the evening, just before everybody left and went home, we all stood and watched the fireworks together.
- When Mary saw her best friend waiting outside her flat, she knew _____ that she was upset with her.

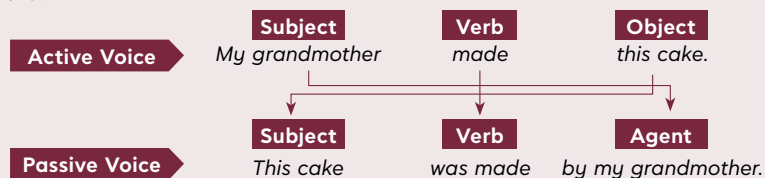
UNIT 11

Passive Voice

Grammar

Passive Voice

- We use the **Passive Voice** to emphasise the action itself rather than who or what is responsible for it. Only transitive verbs (= verbs with an object) can be used in the **Passive Voice**.
- The Passive Voice is formed with the verb **be** in the appropriate form + the **past participle** of the main verb.



- NOTE:**
- The person who causes or carries out the action is called an **agent** and is preceded by the preposition **by**. The agent is mentioned when we want to refer to who does or what causes the action.
This event was organised by a charity organisation.
 - We usually omit the agent:
 - when the agent is unknown, unimportant or obvious from the context.
This building was built in the 1970s.
The famous actress was interrupted many times during the interview.
 - when we want to avoid mentioning who does or what causes the action.
I was given strict orders not to let anyone in the room.
 - in instructions, processes, formal statements, etc.
The milk should be added slowly into the butter and flour mixture.

VERB FORMS IN THE PASSIVE VOICE		
Verb Forms	Active Voice	Passive Voice
Present Simple	<i>Violet always chooses the snacks.</i>	<i>The snacks are always chosen by Violet.</i>
Present Progressive	<i>They are cleaning the room now.</i>	<i>The room is being cleaned now.</i>
Past Simple	<i>He found my cat yesterday.</i>	<i>My cat was found (by him) yesterday.</i>
Past Progressive	<i>They were repairing the bridge when the accident happened.</i>	<i>The bridge was being repaired when the accident happened.</i>
Present Perfect Simple	<i>Sue has done the washing-up.</i>	<i>The washing-up has been done (by Sue).</i>
Past Perfect Simple	<i>John and Lauren had already set up their business when they moved here.</i>	<i>John and Lauren's business had already been set up when they moved here.</i>
Future will	<i>My dad will fix the sink tonight.</i>	<i>The sink will be fixed (by my dad) tonight.</i>
Future be going to	<i>They are going to ask him to present the award.</i>	<i>He is going to be asked to present the award.</i>

Unit 11

Future Perfect Simple	<i>I will have interviewed all the applicants by four o'clock.</i>	<i>All the applicants will have been interviewed by four o'clock.</i>
Present Infinitive	<i>We need to cover the cake with a clean tea towel.</i>	<i>The cake needs to be covered with a clean tea towel.</i>
Perfect Infinitive	<i>Lisa could have sent her application earlier.</i>	<i>Lisa's application could have been sent earlier.</i>
-ing form	<i>I hate people telling me what to do.</i>	<i>I hate being told what to do.</i>
Modal Verbs	<i>You must drive him to school.</i>	<i>He must be driven to school.</i>
Imperative	<i>Please leave this seat empty.</i>	<i>This seat must/should be left empty.</i>

NOTE:

- The Present Perfect Progressive, the Past Perfect Progressive, the Future Perfect Progressive and the Future Progressive are **not** commonly used in the Passive Voice.
- Get** can be used instead of **be** in informal speech.
I was/got promoted to assistant manager last month.
- with + instrument/material of + material** > describe what caused the action or what the agent used to perform it.
This soup is eaten with a special spoon.
The house was built with bricks.
This table is made of wood.

Note the following changes:

ACTIVE VOICE	PASSIVE VOICE	EXAMPLES
Verbs with two objects (give, offer, send, etc.)	Both the indirect object (person) and the direct object (thing) can be used as subjects in the sentence in the Passive Voice.	<i>We offered him a seat at our table.</i> <i>He was offered a seat at our table.</i> OR <i>A seat at our table was offered to him.</i>
Question words (what, who, when, where, why, how)	question word + auxiliary/modal verb + subject + past participle - With <i>who</i> and <i>whom</i> we never omit <i>by</i> .	<i>Who took this photograph?</i> <i>Who was this photograph taken by?</i> (informal) <i>By whom was this photograph taken?</i> (formal)
not... any not... any of not... anyone/anybody not... anything	no none of no one / nobody nothing	<i>They didn't finish anything.</i> <i>Nothing was finished.</i>
watch see hear help smell feel notice, etc.	watch see hear help smell feel notice, etc.	<i>We saw Laura come late to work.</i> <i>Laura was seen to come late to work.</i> <i>They heard a woman calling for help.</i> <i>A woman was heard calling for help.</i>
make + bare infinitive	make + full infinitive	<i>Anna made us clean up the kitchen.</i> <i>We were made to clean up the kitchen (by Anna).</i>
let + bare infinitive	be allowed to + bare infinitive	<i>I didn't let them go into my room.</i> <i>They were not allowed to go into my room.</i>

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Unit 11

Verbs followed by a that-clause which can be used to make general statements: believe, consider, expect, find, hope, know, report, say, think, understand, etc.	It + passive form of verb + that-clause (impersonal construction) subject + passive form of verb + to + be + past participle (personal construction) to + be + past participle to + have been + past participle	<i>Doctors say that eight hours of sleep is ideal.</i> <i>It is said that eight hours of sleep is ideal.</i> OR <i>Eight hours of sleep is said to be ideal.</i> <i>People believe that he was a war hero.</i> <i>It is believed that he was a war hero.</i> OR <i>He is believed to have been a war hero.</i>
Relative pronouns	The relative pronoun + verb be is often omitted.	<i>This cake, which Jennifer's grandmother made, is delicious.</i> <i>This cake, (which was) made by Jennifer's grandmother, is delicious.</i>
Verbs with prepositions	In the Passive Voice the preposition is placed after the past participle in most cases.	<i>They turned the lights off before they left.</i> <i>The lights were turned off before they left.</i>

Grammar Practice

A. Choose the correct options.

When should we start school?

The age at which children (1) **send** / **are sent** to school is different all over the world. Children in some countries (2) **are started** / **start** early, at three or four, while for others the age is as high as seven. This means that there is a lot of information out there on how children of different ages (3) **are affected** / **affect** when they start school for the first time.

At such young ages, education is less about school subjects and more about children (4) **being taught** / **teaching** how to interact with each other. A recent university study showed that education is crucial for teaching social skills. The study (5) **demonstrated** / **was demonstrated**, unsurprisingly, that students used to group activities (6) **were shown** / **showed** better understanding of different opinions. Also, they (7) **found** / **were found** to be better at dealing with arguments.

So, when is the best time to start learning these skills? Some experts suggest that the ability to understand other points of view (8) **is begun** / **begins** even in the first 24 months of life, but others argue that some skills (9) **develop** / **are developed** more quickly by older children. So, there is little agreement, except on the importance of attending school at some point!

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Unit 11

B. Complete the sentences with the Active or Passive Voice of the verbs in brackets.

- Seven tents _____ (set up) already in the park for the food festival, and someone's bringing the chairs and tables now in a van to put inside them. I'm sure the event _____ (be) more popular this year than ever.
- The group essay _____ (type out) by Arthur last night, so I _____ (not have) it with me right now.
- Yesterday evening, Kylie _____ (find out) that her brother _____ (take) to hospital earlier that day and that he _____ (have) an operation that night.
- More trees _____ (plant) since June than _____ (cut down) from January to May.
- We _____ (work) from home since Monday because our office _____ (paint). They are supposed to finish the work on Friday, so we should be back in the office next week.
- The towels _____ (change) by the staff when I _____ (return) to my hotel room last night.

C. Rewrite the sentences in the Passive Voice.

- We plant about 100 trees every year.

- She must have cleaned the kitchen this morning.

- My assistant will contact you about the progress of your application.

- Nobody had told us that we needed to bring gloves for the beach-cleaning event.

- My mother didn't let me go out until I had finished my homework.

- An electrician was fixing the street lights in our neighbourhood this morning.

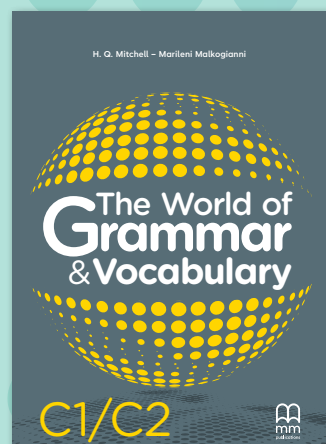
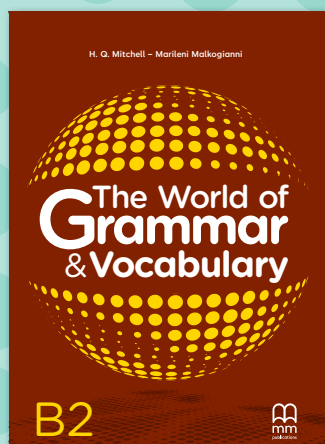
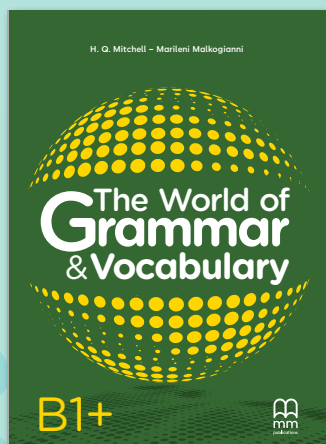
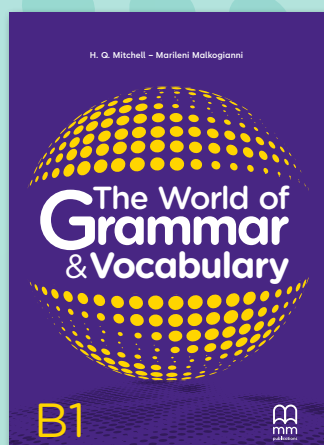
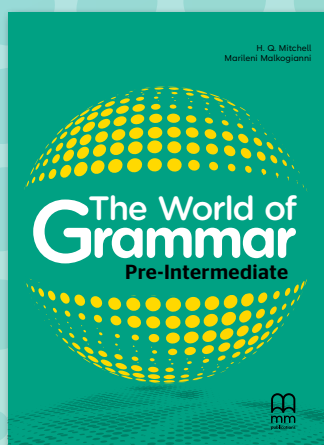
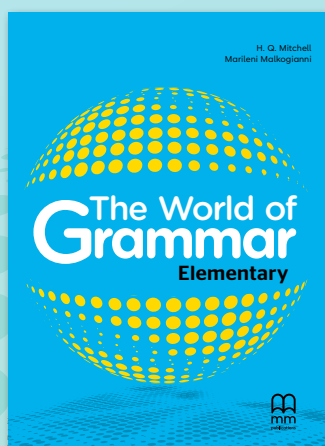
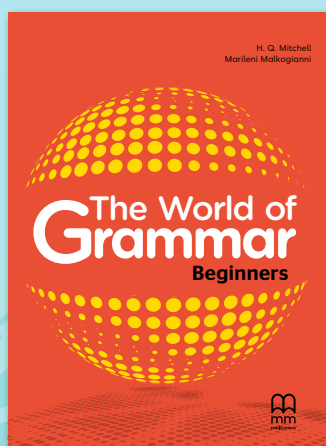
- Have you bought all the ingredients for the pie?

- Scientists believe that this species of tree grows only here.

D. Rewrite the sentences in the Passive Voice starting with the words/phrases given.

- My mother offered my friends some cake.
My friends _____
Some cake _____
- The manager will give all employees a salary increase.
All employees _____
A salary increase _____
- Francis has sent everyone the email invitations.
Everyone _____
The email invitations _____

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