

**Content List:**

Active &amp; Passive Voice

Tag Question

Redundancy

Usage of Word



## Active and Passive Voice

The verb form which indicates whether the subject (person or object) of a sentence do something or something has been done on the subject called the voice. A sentence that begin with the subject or the object to determine whether the sentence was categorized as active or passive voice sentences.

For example, when a sentence has one auxiliary verb, such as am, are, is, been, being, be, and past participle of verbs like written, driven, drawn, known, learnt, broken, discovered; the sentence is a passive voice.

### Uses of Passive Voice

1. “By” is used in the passive voice when the actor needs to know the job.
  - “Love addicted” was sung by Vamps.
2. Passive voice is used if it doesn't need to know the perpetrator work.
  - the streets are cleaned everyday
3. Passive voice is used if we don't know or forget who the perpetrator work.
  - The police was murdered.
4. Passive voice is used if we are more interested in the job than the actors who work.
  - A new departmental store is being built.
5. Passive voice is used to avoid an awkward sentence or inappropriate with grammar.
  - When she arrived home a police arrested her — it's better: when she arrived home she was arrested (by a police).



## The Rules to Change the Sentences from Active to Passive Form

1. The sentence must have objects (transitive verb). If there is no object then there must be question word who asks the object.

Object active sentence became the subject of passive sentences.

2. Subject or active sentences into passive sentences that preceded the object word "by".
3. The verb used is verb III (past participle) which preceded by to be.
4. The adjusted sentence structure by tenses.

## Fundamental Rules

- ✓ The places of subject and object are interchanged i.e. the object shifts to the place of subject and subject shifts to the place of object in passive voice.

- **Active voice:** I write a letter.
- **Passive voice:** I letter is written by me.

Subject (I) of sentence shifted to the place of object (letter) and object (letter) shifted to the place of subject (I) in passive voice.

- ✓ Sometimes subject of sentence is not used in passive voice. Subject of sentence can be omitted in passive voice, if without subject it can give enough meaning in passive voice.

- **Passive voice:** cloth is sold in yards

- ✓ 3rd form of verb (past participle) is always used as main verb in sentences of passive voice for all tenses. Base form of verb or present participle will be never used in passive voice.

The word “by” is used before subject in sentences in passive voice.

- **Active voice:** He sings a song.
- **Passive voice:** A song is sung by him.

- ✓ The word “by” is not always used before subject in passive voice. Sometimes words “with, to, etc” may also be used before subject in passive voice.

Examples:

- **Active voice:** The water fills the tub.
  - **Passive voice:** The tub is filled with water.
  - **Active voice:** He knows me.
  - **Passive voice:** I am known to him.
- ✓ **Auxiliary verbs are used passive voice according to the tense of sentence.**

Changes of Pronouns:

Active Voice	Passive Voice
I	me
We	us
You	you
He	him



She	her
It	it
They	them

### Passive voice in Simple Present Tense

Active Voice	Passive Voice
Formula: Subject + infinitive + object	Formula: S + to be + past participle + by object

#### Examples:

Simson cares the lion	The lion is cared by Simson
Ana does the homework	The homework is done by Ana
They sell that house	That house is sell by them
Jessica always plays the piano	The piano is always played by Jessica
She buys a book	A book is bought by her

### Passive voice in Present Continuous Ten

Active Voice	Passive Voice
Formula: Subject + to be (is, am, are) + present participle + object	Formula: S + to be (is, am, are) + being + past participle + by object

**Example:**

She is doing her homework

The homework is being done by her

He is waiting for Dewi

Dewi is being waited by him

They are giving the present

The present is being given by them

Bobby is drawing a nice scenery

A nice scenery is being drawn by Bobby

Ratna is writing the letter

The letter is being written by Ratna

**Passive voice in Simple Past Tense****Active Voice****Passive Voice**Formula: Subject+ Past Participle  
+objectFormula: S + was/were + past  
participle + by object**Examples:**

She cleaned the house

The house was cleaned by her

Jeffri bought a new car

A new car was bought by Jeffri

The teacher called the  
students

The students were called by the  
teacher

She saved her money

Her money was saved by her

Rina paid all her purchase

Her purchase were paid by Rina

**Passive voice in Past Continuous Tense**

Active Voice	Passive Voice
Formula: S + was/were + being + past participle + by object	Formula: S + was/were + being + past participle + by object

I was waiting for Dina

Dina was being waited by me

She was reading a novel

A novel was being read by her

Andi was learning an English

An English was being learnt by Andi

They are building the house

The house being built by them

He was playing a kite

A kite was being played by him

**Passive voice in Past Perfect Tense**

Active Voice	Passive Voice
Formula: Subject + had + past participle + object	Formula: S + had been + past participle + by object

**Examples:**

He had left that place	That place had been left by him
I had finished my work	My work had been finished by me
She had missed the last bus	The last bus had been missed by her
He had posted the letter	The letter had been posted by him
Rudi had completed his speech	His speech had been completed by Rudi

**Passive voice in Simple Future Tense**

Active Voice	Passive Voice
Formula: Subject + will + infinitive + object	Formula: S + will + be + past participle + by object

**Example:**

I shall read a newspaper	A newspaper will be read by me
She will sing a beautiful song	A beautiful song will be sung by her
Budi will repair his bicycle	His bicycle will be repaired by Budi
They will pay the tax	The tax will be paid by them
We shall start this meeting	This meeting will be started by us

**Passive voice in Future Continuous Tense**

Active Voice	Passive Voice
Formula: Subject + will be + present participle + object	Formula: S + will + be + ing + past participle + by object

**Examples:**

He will be doing a test  
tomorrow

A test will be being done by him tomorrow

They will be watching movie on  
next Saturday

The movie will be being watched by them  
on next Saturday

Mita will be increasing her value  
next time

Her value will be being increased by Mita  
next time

She will be applying a job  
tomorrow

A job will be being applied by her  
tomorrow

Sinta will be learning her lesson  
next week

Her lesson will be being learnt by Sinta

**Passive voice in Past Future Tense**

Active Voice	Passive Voice
Formula: Subject + would + infinitive + object	Formula: S + would + be +past partciple + by object

**Examples:**

I would buy a book tomorrow

A book would be bought by me

They would play football next time

Football would be played by them next time

Mita would wash her shoes tomorrow

Her shoes would be washed by Nita tomorrow

My father would use Blackberry tomorrow

Blackberry would be used by my father  
tomorrow

I would sell my laptop next week

My laptop would be sold next week

✓ The following tenses cannot be changed into passive voice.

1. Present perfect continuous tense
2. Past perfect continuous tense
3. Future perfect continuous tense

**Active and Passive voice using Modals**

✓ Active and Passive voice using *Can*

This modal applies to all subjects. The sentence patterns are:

Active Voice	Passive Voice
S + can + infinitive + object	S + can be + past participle + by object

**Examples:**

She can sell the car every  
time.

The car can be sold by her every time.

Can she play a violin?

Can a violin be played by her?

To change the above sentence into a negative sentence, then place the word **not** after **can**. The sentence patterns are:

S + can not + infinitive + object

S + can not be + past participle + object

Risky can not buy this car every  
time.This car can not be bought by Risky every  
time.✓ Active and Passive voice using **May**

This modal applies to all subjects. The sentence patterns are:

Active Voice	Passive Voice
S + may + infinitive + object	S + may be + past participle + by object

**Examples:**

He may sell the house.

The house may be sold by him.

May I buy the computer?

May the computer be bought by me?

To change the above sentence into a **negative sentence**, then place the word **not** after **may**.

I may not buy the computer.

The computer may not be bought by me.

✓ Active and Passive voice using **Must**

This modal applies to all subjects. The sentence patterns are:

Active Voice	Passive Voice
S + must + infinitive + object	S + must be + past participle + by object

**Examples:**

He must finish his duty in a week.      His duty must be finished by him in a week.

To change the above sentence into a **negative sentence**, then place the word not after *must*.

Dewi must not open the gate every morning.      The gate must not be opened by Dewi every morning.

✓ Active and Passive voice using **Might**

This modal applies to all subjects. The sentence patterns are:

Active Voice	Passive Voice
S + might + infinitive + object	S + might be + past participle + by object

**Examples:**

He might meet Dewi.      Dewi might be met by him.

To change the above sentence into a **negative sentence**, then place the word not after *might*.

Guests might not play chess.      Chess might not be played guests.

Passive voice for “May Have, Might Have, Should Have, Must Have, Ought To Have”

✓ Active voice: MAY HAVE

✓ Active voice: MAY HAVE BEEN



You may have availed the opportunity.	The opportunity may have been availed by you.
You may not have availed the opportunity.	The opportunity may not have been availed by you.
✓ Active voice: MIGHT HAVE	✓ Active voice: MIGHT HAVE BEEN
He might have eaten meal.	Meal might have been eaten by him.
✓ Active voice: SHOULD HAVE	✓ Active voice: SHOULD HAVE BEEN
You should have studied the book.	The book should have been studied by you.
You should not have studied the book.	The book should have not been studied by you.
✓ Active voice: MUST HAVE	✓ Active voice: MUST HAVE BEEN
He must have started job.	Job must have been started by you.
He must not have started job	Job must not have been started by you.
✓ Active voice: OUGHT TO HAVE	✓ Active voice: OUGHT TO HAVE BEEN
You ought to have helped him.	He ought to have been helped by you

### Verbs Followed by Modals (Can, could, may, might, would, should, ought)

The form of the verb is the same as that of a verb in the Simple Future Tense, i.e., modal auxiliary + be + V<sub>3</sub> form.

**Active Voice**

You can do this work.

Police could not catch the thief.

You may read this book.

He might suffer a great loss.

You should respect your parents.

She would teach us today.

We must help the poor.

We *ought to respect* our elders.

**Passive Voice**

This work can be done by you.

The thief could not be caught by police.

This book may be read by you.

A great loss might be suffered by him.

Your parents should be respected by you.

We would be taught by her today.

The poor must be helped by us.

Our elders *ought to be respected* by us.

**Passive Voice**

A scholarship *may be won* by her.

*Could* this sum be *solved* by you?

*Should* cards be *played at* by us?

By *whom could* he be helped?

**Active Voice**

She *may win* a scholarship.

*Could* you *solve* this sum?

*Should* we *play at* cards.

*Who could help* him?

**Imperative Sentences**

A sentence that expresses a command, or a request or an advice, or an entreaty is called an Imperative Sentence or Desire.

### Characteristics of Imperative Sentences

1. The object you is generally missing in Imperative Sentences. The structure of such sentences in Passive Voice is: Let + object + be/not be + V3
2. In sentences which express request, advice and order, such phrases as, You are requested to/advised to /ordered to are used.
3. Word kindly/please are dropped.

#### Active Voice

Do it.

Call in the doctor.

Never tell a lie.

Shut the door.

Do not starve the cow.

Stand up.

Kindly lend me some money.

Work hard.

Do not do it

#### Passive Voice

Let it be done.

Let the doctor be called in.

Let a lie be never told

Let the door be shut.

Let the cow not be starved

You are ordered to stand up.

You are requested to lend me some money.

You are advised to work hard

You are forbidden to do it. or Let it be not done

#### Passive Voice

*You are ordered to open the door.*

#### Active Voice

Open the door.

*You are requested to come here.*

*Let the light be switched on.*

*Let your parents be obeyed.*

Come here please.

Switch on the light.

Obey your parents.

### Change of Voice in the Infinitive Verbs

#### Active Voice

#### Passive Voice

**to + V<sup>1</sup>**

I have to do this work.

I want to buy this book.

Women like men to flatter them.

There is no shop to let

**to + be + V<sup>3</sup>**

This work has to be done.

I want this book to be bought.

Women like to be flattered by men.

There is no shop to be let.

### Verbs/phrases

I made him stand up. He was made to stand up by me.

I saw him cross the road. He was seen to cross the road (by me).

### It is time to

It is time to do this work.

It is time to call the roll.

It is time for this work to be done.

It is time for the roll to be called.

#### Passive Voice

#### Active Voice

I expect her to be brought round.      I expect to bring her round.  
A pen is to be written with.      A pen is to write with.  
It is time for the race to be run.      It is time to run the race.  
They should be invited by us.      We should invite them.

✓ Sentences which cannot be changed into passive voice

### Transitive and intransitive verb

A verb can be either transitive or intransitive. A transitive verb needs an object (in sentence) to give complete meaning while intransitive verb does not need an object (in sentence) to give complete meaning.

- **Transitive verb:** He sent a letter. (Send is a transitive verb and it needs an object i.e. letter to express full meaning.)
- **Intransitive Verb:** He laughs. (Laugh is an intransitive verb and it does not need object for expressing full meaning.)

**e.g.** Sleep, go, reach, sit, die, are examples of intransitive verbs.

✓ Intransitive verb cannot be changed into passive voice

The sentences having intransitive verbs (belonging to any tense) cannot be changed into passive voice. The reason is that there is not any object in such sentences and without object of sentence passive voice is not possible.

- Cloth is sold in yards.



Practice-1

1. Most of the patient visits ---- to physician assistants in the recent years all around the world.

- A) have been made                      B) was made                      C) will have been made  
D) have made                              E) make

2. These differences between two photographs ---- with the help of Photoshop.

- A) could have been should remove                      B) must have removed  
C) have to remove                      D) removed                      E) were able to remove

3. No clinical studies ---- in this child disease research so far.

- A) had completed                      B) will be completed                      C) have completed  
D) had to complete                      D) have been completed

4. The government ---- that the tasks ---- with great success.

- A) is confirming / maintained                      B) confirms / have been maintained  
C) was confirmed / have maintained                      D) will confirm / had been maintained  
E) confirmed / are maintaining

5. With this comprehensive international report, the country's position in the regional and global arena ---- with measurable criteria.

- A) is to identify                      B) identifies                      C) will be identified  
D) identified                      E) is going to identify

6. The critics ---- that the review ---- as a book in English and in many other languages.
- A) are said / could be published                      B) say / can be published  
C) will say / had been published                      D) said / may be published  
E) have said / should publish
7. New legislation ---- in congress but it ---- by many.
- A) was introduced / wasn't accepted                      B) introduced / didn't accept  
C) will be introduced / isn't accepted                      D) introduced / hadn't been accepted  
E) is introduced / won't accept
8. If you would like to know what ---- in the project so far, you ---- the full report at our website.
- A) has been completed / may be visited                      B) completed / will be found  
C) will be completed / should be found                      D) was completed / had been found  
E) has been completed / can find
9. These clothes ---- for daily use so you ---- them wherever you want.
- A) design / should be worn                      B) will be designed / must wear  
C) are designed / can wear                      D) were designed / could be worn  
E) designed / might be worn
10. A more developed model of this car ---- in the showroom soon.
- A) is going to show                      B) will be shown                      C) was shown  
D) has been shown                      E) had shown

**Practice-2**

1. The painting that ---- by Picasso ---- worth of exhibition in the art gallery.
- A) was made / was considering                      B) would have been made / will be considered  
C) made / considered                                      D) was making / being considered  
E) was made / was considered
2. All the songs on this new album ---- by Lisa herself, and the album ---- live during her recent successful concert tour.
- A) written / recorded                      B) wrote / recorded                      C) were written / was recorded  
D) was written / was recorded                      E) were to write / had been recorded
3. It ---- that the victim ---- with poison.
- A) was thought / had been killed                      B) thought / had been killed  
C) is thought / has killed                                      D) is thought / must killed  
E) was thought / must have killed
4. It ---- that too little money ---- by the government on roads.
- A) is said / spends                      B) has said / is spent                      C) was said / spent  
D) is being said / is being spent                      E) has been said / is spending
5. Mary ---- the mechanic ---- her car yesterday.
- A) had / to repair                      B) got / to repair                      C) will have / repair  
D) got / repair                                      E) had / repairing



6. My bike which ---- was brought back only when a 20-pound-reward ---- .

- A) was stolen / was offered                      B) has been stolen / has been offered  
C) stole / offered                                      D) was stolen / has offered  
E) was being stolen / was being offered

7. The criminal ---- for further questioning but as he had a heart attack during the first questioning he ---- to hospital for a week.

- A) has held / was sent                              B) has been held / has been sent  
C) was to have been held / was sent              D) is to hold / be sent  
E) was to hold / was being sent

8. Look at Susan's fair hair. She has had it ---- .

- A) dye              B) to be dyed              C) to dye              D) being dyed              E) dyed

### Tag question

#### Auxiliary verb + subject

✓ We use the same auxiliary verb in the tag as in the main sentence. If there is no auxiliary verb in the main sentence, we use *do* in the tag.

➤ You live in Spain, **don't you?**

✓ If the auxiliary verb in the sentence is affirmative, the tag is negative.

➤ You're Spanish, **aren't you?**

✓ If the auxiliary verb in the sentence is negative, the tag is affirmative.

➤ You're **not** Spanish, **are you?**



### Meaning

1. We use tag questions to confirm or check information or ask for agreement.
  - You want to come with me, **don't you?**
  - You can swim, **can't you?**
  - You don't know where the boss is, **do you?**
  - This meal is horrible, **isn't it?**
  - That film was fantastic, **wasn't it?**
2. We use tag questions to check whether something is true.
  - The meeting's tomorrow at 9am, **isn't it?**
  - You won't go without me, **will you?**

### Additional points

✓ In the present form of *be*: In an affirmative statement, if the subject is "I", the auxiliary changes to *aren't* in the tag.

- I'm sitting next to you, **aren't I?**
- I'm a little red, **aren't I?**

✓ With *let's*, the tag is *shall we?*

- Let's go to the beach, **shall we?**
- Let's have a coffee, **shall we?**

✓ With an imperative, the tag is *will you?*

- Close the window, **will you?**
- Hold this, **will you?**

✓ We use an affirmative tag after a sentence containing a negative word such as *never*, *hardly*, *nobody*.

- Nobody lives in this house, **do they?**
- You've never liked me, **have you?**



✓ When the subject is *nothing*, we use “it” in the tag.

- Nothing bad happened, **did it?**
- Nothing ever happens, **does it?**

✓ If the subject is *nobody, somebody, everybody, no one, someone or everyone*, we use “they” in the tag.

- Nobody asked for me, **did they?**
- Nobody lives here, **do they?**

✓ If the main verb in the sentence is *have* (not an auxiliary verb), it is more common to use *do* in the tag.

- You have a Ferrari, **don't you?**
- She had a great time, **didn't she?**

✓ With *used to*, we use “didn't” in the tag.

- You used to work here, **didn't you?**
- He used to have long hair, **didn't he?**

✓ We can use affirmative tags after affirmative sentences to express a reaction such as surprise or interest.

- You're moving to Brazil, **are you?**

✓ If we don't know the answer, it is a real question and we use a *rising* intonation with the tag.

- You don't know where the boss is, **do you?**

✓ If we know the answer and are just confirming the information a *falling* intonation is used with the tag.

- That film was fantastic, **wasn't it?**



Practice-3

1. Neither of the workers was happy with the new legislation, \_\_\_\_?  
A) wasn't they    B) weren't they    C) did they    D) didn't they    E) were they
2. Tom, the Browns' only son, died in a terrible accident last year. Before that event, however, the family used to be very cheerful people, \_\_\_\_\_, dad?  
A) hadn't they    B) didn't they    C) weren't they    D) didn't he    E) wasn't it
3. That is very important for him, \_\_\_\_?  
A) isn't it    B) isn't that    C) is it    D) is that    E) isn't this
4. Everybody should visit Goreme, \_\_\_\_?  
A) should they    B) should he    C) shouldn't they    D) should we    E) shouldn't we
5. Tomorrow, instead of going to Madrid with my boss, I am going to London, \_\_\_\_? So, is everything arranged properly there?  
A) ain't I    B) aren't I    C) don't I    D) won't I    E) am I
6. As far as I know Jim, and according to what his mum told about him, he hates football and never plays it, \_\_\_\_?  
A) didn't he    B) will he    C) does he    D) didn't she    E) don't I
7. You really think that those over there are our new teacher's kids, \_\_\_\_? But, they aren't because he isn't married yet.  
A) isn't it    B) don't you    C) aren't they    D) do you    E) isn't he
8. They had to provide some evidence to the court to clear him of the accusation, \_\_\_\_?  
A) wouldn't they    B) hadn't he    C) didn't he    D) hadn't they    E) didn't they

9. Just because the teacher of math has strict rules in class, everybody dislikes him too much, \_\_\_\_?

A) aren't they    B) isn't it    C) doesn't it    D) do they    E) don't they

10. A: What an exhausting day it was! I had better go to sleep right now, \_\_\_\_? B: Yes, of course. Anyway, I have already prepared the room for you.

A) didn't you    B) should I    C) mustn't you    D) hadn't I    E) wasn't it

11. It is breaking news. Something bad must have happened at the airport. Pass the remote control to me, \_\_\_\_?

A) isn't it    B) didn't you    C) aren't I    D) will you    E) shall we

12. I guess my brother didn't like the way his wife behaved in front of many people, \_\_\_\_? Because he takes her words personally.

A) wasn't he    B) don't I    C) did he    D) didn't she    E) does he

13. Nobody in the family believes Carl has paid the heating bill, \_\_\_\_? So, he needs some time to prove himself to be reliable.

A) do they    B) has he    C) doesn't he    D) won't they    E) did they

14. I assume the books you gave will be helpful despite the fact that there are plenty of similar books, \_\_\_\_?

A) do you    B) won't they    C) didn't you    D) are there    E) isn't there

15. One of the things I used to do was breaking ice floes in the stream, \_\_\_\_?

A) didn't it    B) wasn't it    C) weren't they    D) isn't it    E) wouldn't it

16. I suppose they won't come in time for the lunch, \_\_\_\_?

A) won't they    B) aren't I    C) don't I    D) will they    E) do you

17. He said the teacher ought to give the instructions more clearly, \_\_\_\_?
- A) did he    B) oughtn't he    C) didn't he    D) hasn't he    E) ought not they
18. He \_\_\_\_ hard for the exam, didn't he
- A) didn't study B) studied C) studies D) had studied E) doesn't study
19. He \_\_\_\_ the car he damaged repaired, won't he?
- A) will have    B) would have    C) had    D) has    E) is having
20. It would have been a more tactful decision to leave them alone when they told us to have a break, \_\_\_\_?
- A) shouldn't we    B) didn't they    C) wouldn't it    D) hasn't it    E) wouldn't they
21. They will be coming in an hour, so I have got to prepare something for dinner, \_\_\_\_?
- A) haven't I    B) don't I    C) shouldn't we    D) won't they    E) aren't they

### Redundancy

- |  |   |
|--|---|
| <ul style="list-style-type: none"><li>• (absolutely) essential</li><li>• (absolutely) necessary</li><li>• (actual) facts</li><li>• advance (forward)</li><li>• (advance) planning</li><li>• (advance) preview</li><li>• (advance) reservations</li><li>• (advance) warning</li><li>• add (an additional)</li><li>• add (up)</li><li>• alternative (choice)</li><li>• A.M. (in the morning)</li></ul> | <ul style="list-style-type: none"><li>• (and) etc.</li><li>• (anonymous) stranger</li><li>• (annual) anniversary</li><li>• (armed) gunman</li><li>• (artificial) prosthesis</li><li>• ascend (up)</li><li>• ask (the question)</li><li>• assemble (together)</li><li>• attach (together)</li><li>• ATM (machine)</li><li>• autobiography (of his or her own life)</li></ul> |
|--|---|



<ul style="list-style-type: none"><li>• bald(-headed)</li><li>• (basic) fundamentals</li><li>• (basic) necessities</li><li>• best (ever)</li><li>• biography (of his--or her--life)</li><li>• blend (together)</li><li>• bouquet (of flowers)</li><li>• brief (in duration)</li><li>• (brief) moment</li><li>• (brief) summary</li><li>• (burning) embers</li></ul>	<ul style="list-style-type: none"><li>• cacophony (of sound)</li><li>• cancel (out)</li><li>• (careful) scrutiny</li><li>• cash (money)</li><li>• circle (around)</li><li>• circulate (around)</li><li>• classify (into groups)</li><li>• (close) proximity</li><li>• (closed) fist</li><li>• collaborate (together)</li><li>• combine (together)</li><li>• commute (back and forth)</li></ul>
<ul style="list-style-type: none"><li>• compete (with each other)</li><li>• (component) parts</li><li>• confer (together)</li><li>• connect (together)</li><li>• confused (state)</li><li>• consensus (of opinion)</li><li>• (constantly) maintained</li><li>• cooperate (together)</li><li>• could (possibly)</li><li>• crisis (situation)</li><li>• (current) trend</li></ul>	<ul style="list-style-type: none"><li>• depreciate (in value)</li><li>• descend (down)</li><li>• (desirable) benefits</li><li>• disappear (from sight)</li><li>• drop (down)</li><li>• during (the course of)</li><li>• dwindle (down)</li></ul>
<ul style="list-style-type: none"><li>• each (and every)</li><li>• earlier (in time)</li><li>• eliminate (altogether)</li><li>• emergency (situation)</li><li>• (empty) hole</li><li>• enclosed (herein)</li><li>• (end) result</li></ul>	<ul style="list-style-type: none"><li>• (face) mask</li><li>• (fellow) classmates</li><li>• (fellow) colleague</li><li>• few (in number)</li><li>• (final) conclusion</li><li>• (final) end</li><li>• (final) outcome</li></ul>

<ul style="list-style-type: none"><li>• enter (in)</li><li>• (entirely) eliminate</li><li>• equal (to one another)</li><li>• eradicate (completely)</li><li>• evolve (over time)</li><li>• (exact) same</li><li>• (exposed) opening</li><li>• extradite (back)</li></ul>	<ul style="list-style-type: none"><li>• (final) ultimatum</li><li>• (first and) foremost</li><li>• first (of all)</li><li>• fly (through the air)</li><li>• follow (after)</li><li>• (foreign) imports</li><li>• (former) graduate</li><li>• (former) veteran</li><li>• (free) gift</li></ul>
<ul style="list-style-type: none"><li>• (from) whence</li><li>• (frozen) ice</li><li>• full (to capacity)</li><li>• (full) satisfaction</li><li>• fuse (together)</li><li>• (future) plans</li><li>• (future) recurrence</li></ul>	<ul style="list-style-type: none"><li>• gather (together)</li><li>• (general) public</li><li>• GOP (party)</li><li>• GRE (exam)</li><li>• green [or blue or whatever] (in color)</li><li>• grow (in size)</li></ul>
<ul style="list-style-type: none"><li>• had done (previously)</li><li>• (harmful) injuries</li><li>• HIV (virus)</li><li>• join (together)</li><li>• (joint) collaboration</li><li>• kneel (down)</li><li>• (knowledgeable) experts</li></ul>	<ul style="list-style-type: none"><li>• (illustrated) drawing</li><li>• incredible (to believe)</li><li>• indicted (on a charge)</li><li>• input (into)</li><li>• integrate (together)</li><li>• integrate (with each other)</li><li>• interdependent (on each other)</li><li>• introduced (a new)</li><li>• introduced (for the first time)</li><li>• (ir)regardless</li><li>• ISBN (number)</li></ul>



<ul style="list-style-type: none"><li>• lag (behind)</li><li>• later (time)</li><li>• LCD (display)</li><li>• lift (up)</li><li>• (little) baby</li><li>• (live) studio audience</li><li>• (live) witness</li><li>• (local) residents</li><li>• look (ahead) to the future</li><li>• look back (in retrospect)</li></ul>	<ul style="list-style-type: none"><li>• manually (by hand)</li><li>• may (possibly)</li><li>• meet (together)</li><li>• meet (with each other)</li><li>• (mental) telepathy</li><li>• merge (together)</li><li>• might (possibly)</li><li>• minestrone (soup)</li><li>• mix (together)</li><li>• modern _____ (of today)</li><li>• (mutual) cooperation</li><li>• (mutually) interdependent</li><li>• mutual respect (for each other)</li></ul>
<ul style="list-style-type: none"><li>• (native) habitat</li><li>• (natural) instinct</li><li>• never (before)</li><li>• (new) beginning</li><li>• (new) construction</li><li>• (new) innovation</li><li>• (new) invention</li><li>• (new) recruit</li><li>• none (at all)</li><li>• nostalgia (for the past)</li><li>• (now) pending</li></ul>	<ul style="list-style-type: none"><li>• (old) adage</li><li>• (old) cliché</li><li>• (old) custom</li><li>• (old) proverb</li><li>• (open) trench</li><li>• (oral) conversation</li><li>• (originally) created</li><li>• (outside) in the yard</li><li>• (over) exaggerate</li><li>• over (with)</li></ul>
<ul style="list-style-type: none"><li>• (pair of) twins</li><li>• palm (of the hand)</li><li>• (passing) fad</li><li>• (past) experience</li><li>• (past) history</li></ul>	<ul style="list-style-type: none"><li>• plan (in advance)</li><li>• (Please) RSVP</li><li>• plunge (down)</li><li>• (polar) opposites</li><li>• (positive) identification</li></ul>

<ul style="list-style-type: none"><li>• (past) memories</li><li>• (past) records</li><li>• penetrate (into)</li><li>• period (of time)</li><li>• (personal) friend</li><li>• (personal) opinion</li><li>• pick (and choose)</li><li>• PIN (number)</li><li>• pizza (pie)</li><li>• plan (ahead)</li><li>• protest (against)</li><li>• pursue (after)</li></ul>	<ul style="list-style-type: none"><li>• postpone (until later)</li><li>• pouring (down) rain</li><li>• (pre)board (as an airplane)</li><li>• (pre)heat</li><li>• (pre)record</li><li>• (private) industry</li><li>• (present) incumbent</li><li>• present (time)</li><li>• previously listed (above)</li><li>• proceed (ahead)</li><li>• proceed (forward)</li><li>• progress (forward)</li><li>• (proposed) plan</li></ul>
<ul style="list-style-type: none"><li>• raise (up)</li><li>• RAM (memory)</li><li>• reason is (because)</li><li>• reason (why)</li><li>• recur (again)</li><li>• re-elect (for another term)</li><li>• refer (back)</li><li>• reflect (back)</li><li>• (regular) routine</li><li>• repeat (again)</li><li>• reply (back)</li><li>• retreat (back)</li><li>• revert (back)</li><li>• rise (up)</li><li>• round (in shape)</li><li>• tall (in height)</li></ul>	<ul style="list-style-type: none"><li>• (safe) haven</li><li>• (safe) sanctuary</li><li>• same (exact)</li><li>• (sand) dune</li><li>• scrutinize (in detail)</li><li>• self-_____ (yourself)</li><li>• separated (apart from each other)</li><li>• (serious) danger</li><li>• share (together)</li><li>• (sharp) point</li><li>• shiny (in appearance)</li><li>• shut (down)</li><li>• (single) unit</li><li>• skipped (over)</li><li>• slow (speed)</li><li>• small (size)</li><li>• (small) speck</li></ul>

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| <ul style="list-style-type: none"><li>• tall (in stature)</li><li>• (temper) tantrum</li><li>• ten (in number)</li><li>• three a.m. (in the morning)</li><li>• (three-way) love triangle</li><li>• time (period)</li><li>• (tiny) bit</li><li>• (total) destruction</li><li>• (true) facts</li><li>• (truly) sincere</li><li>• tuna (fish)</li><li>• (twelve) noon or midnight</li><li>• (two equal) halves</li><br/><li>• vacillate (back and forth)</li><li>• (very) pregnant</li><li>• (very) unique</li><li>• visible (to the eye)</li></ul> | <ul style="list-style-type: none"><li>• soft (in texture) [or (to the touch)]</li><li>• sole (of the foot)</li><li>• spell out (in detail)</li><li>• spliced (together)</li><li>• start (off) or (out)</li><li>• (still) persists</li><li>• (still) remains</li><li>• (sudden) impulse</li><li>• (sum) total</li><li>• surrounded (on all sides)</li><br/><li>• (ultimate) goal</li><li>• undergraduate (student)</li><li>• (underground) subway</li><li>• (unexpected) surprise</li><li>• (universal) panacea</li><li>• (unnamed) anonymous</li><li>• UPC (code)</li><li>• (usual) custom</li><br/><li>• warn (in advance)</li><li>• weather (conditions)</li><li>• weather (situation)</li><li>• (white) snow</li></ul> |
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Practice-4

Eliminate redundant words. Cross them out.

- 1) We need to cooperate together.
- 2) This absolutely phenomenal piece of equipment...
- 3) A liaison officer who is responsible for...
- 4) A total number of 14 APCs...
- 5) With the close proximity of...
- 6) Exactly the same number of soldiers...
- 7) New innovations will move our industry forward.
- 8) Let me summarize briefly...
- 9) We also have ATM machines inside the base.

Practice-5

**Wordiness:**

Rewrite the underlined fragments to eliminate wordiness and make them more concise.

- 1) In reply to the letter from you...
- 2) At the moment, we do not have any meetings scheduled.
- 3) I suggest diving the programme into two parts: theoretical and practical one.
- 4) During the theoretical part we will describe...

- 5) A meeting was scheduled on weekly basis...
- 6) Another problem that has been revealed was connected with security of the people.
- 7) Depending on your preference, other projects can also be supported.
- 8) It has been agreed that the Polish representation will consist of...
- 9) The copies of ID cards have to be provided.
- 10) This will be clarified during the next teleconference.
- 11) ...may lead to their own brands to be more recognizable.
- 12) ...will need to decrease the funds for the other branches.
- 13) One of the best solutions to make their own market to be more effective is to launch the cooperation between them and other European military industrial companies
- 14) We can strengthen the Polish military industry and in consequence enhance the European safety.
- 15) You can fill it in a completely unanimous way.
- 16) In spite of the fact that the Polish government...
- 17) Due to the fact that the modern tanks feature...
- 18) This strategy has a tendency to promote local warlords.

**Usage of word****1. Aversion**

- A) I was not averse to fighting with any boy who challenged me.
- B) She had a deep aversion to getting up early in the morning.
- C) They were averse to the very idea of going out on a rainy day.
- D) He seems to be aversing to hard work
- E) All are correct

**2. Resentment**

- A) Many urbanites would resent additional competition for school places.
- B) I resent the way he sneers at our efforts.
- C) She was filled with deep resentment at being passed over for promotion.
- D) I resent paying extra for my drink just because it's in a posey bottle
- E) All are correct

**3. Relent**

- A) The heat was unrelenting.
- B) The committee rewarded employees for their relentless pursuit to excellence.
- C) 3. Her face remained unrelenting severe
- D) We will not relent until justice is done to the aggrieved.
- E) All are correct

**4) Redundant**

- A) Try to reduce redundancies in your writings.
- B) The company was losing money and it had to make people redundant.
- C) The reduntic lyrics made the song unpalatable.
- D) The illustration had too much redundant details.
- E) All are correct

**5) Pervade**

- A) Cruel wars pervade history.
- B) The consistency and pervasiveness of this effect is startling, perhaps even disconcerting.
- C) The medication had a pervasive effect on the patient's health.
- D) A sense of social change is pervasive in her novels.
- E) All are correct

**6) Enervating**

- A) Idleness enervates the will to succeed.
- B) A long and serious illness is an example of something that would be described as enervating.
- C) A hot climate enervates people who are not used to it.
- D) Enervate by the heat, we rested under a shady tree until our strength was restored.
- E) All are correct

**7) Gullible**

- A) He must have been pretty gullible to fall for that old trick.
- B) The newspaper relies on the gullibility of its readers.
- C) There are so many ingullible students seeking admission to rare courses.
- D) He's so gullible he'll believe anything.
- E) All are correct

**8. Facile**

- A) He proposed a facile solution to a complex problem.
- B) And, like all popular ideas, it is unthinkingly accepted and facilely claimed.
- C) It is facile to attribute all childhood problems to poor parenting or social circumstances.
- D) 4. The imperative that man exercise mastery over technical development is facile accepted by everyone.
- E) All are correct

**9. Insinuating**

- A) He was gentle and insinuating in manner, and possessed a calm, graceful and winning delivery.
- B) I deeply resent the insinuation that I'm only interested in the money.
- C) Are you insinuating that the money was stolen?
- D) The spy insinuated himself into the confidence of important officers.
- E) All are correct

**10. Reminisce**

- A) His style of painting is reminiscent of Da Vinci's.
- B) In reminiscence, you build up from past life to the present.
- C) My grandfather used to reminisce about his years in the navy.
- D) Paramedics tended the wounded in scenes reminiscent of wartime.
- E) All are correct



**11. Create**

- A) the sculpture has been created out of Portland stone
- B) he created a thirty-acre lake
- C) being little kids create because they hate ignored
- D) the government's planned to create a free-trade zone
- E) All of the above are correct usage

**12. Cease**

- A) they were asked to cease all military activity
- B) the hostilities ceased and normal life was resumed
- C) hostilities had ceased
- D) the government ceased with its plans to reorganize the country's economy
- E) All of the above are

**13. Abide**

- A) he expected everybody to abide by the rules
- B) if there is one thing cannot abide it is a lack of discipline
- C) I abide many of the situations that used to stress me
- D) I said I would abide by their decision
- E) All of the above are correct usage

**14. Demoralize**

- A) she hastened her daughter's steps, lest she be demoralized by beholding the free manners of these 'mad English'
- B) the General Strike had demoralized the trade unions
- C) they kept wages low, which demoralized the staff
- D) the king's demoralized army brake and fled
- E) All of the above are correct usage

**15. Excuse**

- A) he did nothing to hide or excuse Jacob's cruelty
- B) she has been excused from her duties for now
- C) two escaped excuse kidnapped them at gunpoint
- D) such conduct can never be excused
- E) All of the above are correct usage

**16. Scare**

- A) the rapid questions were designed to scare her into blurting out the truth
- B) the thought of what might happen scared her
- C) gosh, that gave me a scare!
- D) you gave me a scare—how did you get here?
- E) All of the above are

**17. Scold**

- A) Mum took Anna away, scolding her for her bad behaviour
- B) she is turning into a scold
- C) she paid me an enormous scold
- D) Joe meekly accepted her scolding
- E) All of the above are correct usage

**18. Aware**

- A) we need to appoint someone who is knowledgeable about modern art  
B) she is very knowledgeable about livestock and pedigrees 3) he was told  
C) constantly that he was aware and stupid  
D) a knowledgeable old man  
E) All of the above are correct usage

**19. Fault**

- A) they fault the station for the benefit of customers  
B) the continental crust has been thinned and faulted as a result of geological processes  
C) her superiors could not fault her dedication to the job  
D) if books were not selling, it wasn't the fault of the publishers  
E) All of the above are correct usage

**20. False**

- A) there were no right or wrong answers  
B) they would kill a man who wronged a family  
C) no one is entitled to profit from his own wrong  
D) there were no right or wrong answers  
E) All of the above are

**Answer:**

1) D- replace Aversing by Averse	2) E	3) C- Replace unrelenting by unrelentingly	4) C- replace reduntic by redundant
5)E	6) D-replace enervate by enervating	7) C- Ingullible is an incorrect word	8) D- replace Facile by facilely

9) E	10) C- Replace Reminiscence by reminisce	11) E	12) D- cease should be replaced with continued
13) C- abide should be replaced with avoid	14) E	15) C- Excuse should be replaced with Convicts	16) E
17) C- Scold should be replaced with Compliment	18) C- Aware should be replaced with ignorant	19) A - Fault should be replaced with improved	20) E

### More Practice

1. The results of the research ---- that, presently, several East Asian countries ---- rapidly.

- A) have indicated / were developing                      B) indicate / are developing  
C) are indicated / have been developing                  D) were indicated / had developed  
E) had indicated / developed

2. Understandably, her friends ---- when Julia married someone else after being engaged to John for two years.

- A) are surprising                      B) were surprised                      C) surprised  
D) will be surprised                  E) had surprised

3. The facsimile ---- when the secretary returns from lunch.
- A) will be sent                      B) is going to send                      C) should have sent  
D) was being sent                      E) has been sent
4. Animals ---- to survive in the wild, rather than kept in captivity.
- A) are helping                      B) have been helping                      C) should be helped  
D) could be helping                      E) ought to have helped
5. Because James ---- to physical work, he ---- after he had spent a week on the farm.
- A) isn't accustomed / might be exhausted                      B) hadn't accustomed / had exhausted  
C) won't be accustomed / will be exhausted                      D) hasn't accustomed / has exhausted  
E) wasn't accustomed / was exhausted
6. Films of violence ---- on television until after 9.30 at night, the time when the majority of children ---- to bed.
- A) cannot be shown / went                      B) aren't being shown / had gone  
C) didn't use to be shown / are going                      D) shouldn't be shown / go  
E) needn't be shown / have gone
7. Normal climbing boots slip in icy conditions, so climbers ---- iron plates with spikes, known as crampons, to their boots.
- A) should be fixed                      B) have to fix                      C) have been fixed  
D) used to fix                      E) must be fixed

8. "Fragile, handle with care" ---- on the package, but still the contents of the parcel ---- when it arrived.

- A) had written / would be broken                      B) is being written / will be broken  
C) was written / were broken                              D) would have written / had broken  
E) has been written / could break

9. An apple tree ---- fruit until it is five to eight years old.

- A) did not bear                      B) was not bearing                      C) has not been borne  
D) does not bear                      E) will not be borne

10. The hill where Jane Austen set one of her romances ---- Box Hill because of the box trees which ---- there.

- A) calls / are grown                      B) has been calling / grew  
C) used to call / used to grow                      D) are calling / were growing                      E) is called / grow

11. Your chances of success in an examination ---- if you ---- the course work thoroughly.

- A) enhance / are revised                      B) were enhancing / revised  
C) had enhanced / were revising                      D) could be enhanced / would revise  
E) are enhanced / revise

12. When he ---- an essay on time for once, his professor ---- him a look of surprise.

- A) handed / gave                      B) was handed / was giving  
C) is handed / will be given                      D) has handed / would give                      E) hands / is given

13. You ---- plenty of time in case the bus ----; otherwise, you'll risk missing your ferry.

A) must have allowed / delays

B) used to allow / delayed

C) ought to be allowed / has delayed

D) had better allow / is delayed

E) were allowed / was delayed

14. It's true that happiness ---- with money, but some money ---- life easier

A) mustn't be bought / made

B) shouldn't bought / has made

C) can't be bought / makes

D) doesn't buy / is making

E) hasn't been bought / is made

15. Cells ---- for the first time by the English scientist Robert Hooke, who, in 1665, ---- a book about his findings.

A) were described / published

B) had described / would have published

C) could be described / was published

D) has described / had published

E) would be described / could be published

16. Portland cement, when it ---- with water, ---- a paste that binds sand, gravel and stone into a rock-like mass called concrete.

A) will be combined / formed

B) has combined / is formed

C) was combined / was formed

D) combines / has been formed

E) is combined / forms

17. The twentieth century, now nearing its end, ---- the century when mankind ---- to realise that the Earth's resources are limited

- A) was / was coming      B) will be / had come      C) has been / has come  
D) had been / came      E) will have been / is coming

18. Up to now, the equipment ---- regularly, but from now on, we ---- it before every outing.

- A) wasn't checked / are checking      B) hasn't checked / will be checking  
C) isn't being checked / should be checked  
D) hasn't been checked / are going to check  
E) hadn't checked / have to be checked

19. Judging from the speed of mechanisation, it ---- that very few things in the world ---- by hand in the twenty-first century

- A) has been predicted / will be making      B) can be predicted / will be made  
C) will be predicted / were made      D) is being predicted / have been made  
E) is predicting / will have been made

20. Considering the major resources we ---- with for the project, we ---- a wonderful job.

- A) had been provided / did      B) were provided / can do  
C) have been provided / used to do      D) will be provided / have done  
E) provided / will be doing



21. Solutions to the problem of unemployment ----, but none of the measures that ---- so far has been very successful.

- A) have sought / will be tired                      B) will be sought / have been trying  
C) had been seeking / were trying                D) are being sought / have been tried  
E) have been seeking / are tried

22. Africa's population growth rate is much higher than the world average and it ---- that, by the year 2050, Africa ---- for twenty-one per cent of the world's population.

- A) has estimated / account                          B) was estimating / had been accounting  
C) will be estimated / accounted                  D) will have estimated / is accounting  
E) is estimated / will account

23. Following stricter "drink driving" regulations, the number of accidents which ---- drunk drivers ---- significantly.

- A) have been involved / is reduced                B) involve / has been reduced  
C) were involved / was reducing                  D) are involved / is reducing  
E) involved / has been reducing

24. I managed to translate most of the letter for you, but I ---- stuck on one or two sentences.

- A) am getting                      B) get                      C) got                      D) was getting                      E) will get

25. The world's first dental school, Baltimore College of Dental Surgery, ---- by two Americans, Horace Hayden and Chapin Harris, in 1839.

- A) would have founded                      B) was founding                      C) was founded  
D) had founded                                E) would be founding

26. The works of Shakespeare ---- into every major language in the world.

- A) are going to translate                      B) have been translated                      C) had translated  
D) had been translating                      E) will have translated

27. He ---- about this meeting for weeks, so I don't know why he ---- anything for it yet.

- A) is known / isn't preparing                      B) was known / doesn't prepare  
C) knows / didn't prepare                      D) has known / hasn't prepared  
E) knew / hadn't prepared

28. There were such a lot of different things to do at the resort where we ---- our holiday that none of us ----.

- A) spent / was bored                      B) were spending / bored                      C) were spent / had bored  
D) have spent / could be bored                      E) spend / are bored

29. A place ---- for you, Madam, as soon as you ---- the deposit.

- A) has been reserved / will pay                      B) reserved / had paid                      C) is reserving / are  
paid D) is reserved / were paid                      E) will be reserved / have paid

30. There is no way you ---- all of your project in an hour, so you ----the most important points and talk about those.

- A) should be covered / ought to choose                      B) used to cover / can choose  
C) must cover / will be chosen                      D) ought to cover / have chosen  
E) can cover / had better choose

31. If a person ---- in more food than required to meet the body's needs, the excess calories ---- to fat

- A) will take / have converted      B) takes / are converted      C) is taken / convert  
D) has taken / were converted      E) was taken / had converted

32. Because I ---- up in a house next to the main railway line, I rarely get disturbed by noises during the night.

- A) was brought      B) had brought      C) have been bringing  
D) used to bring      E) am bringing

33. Women ---- dress design until the last half of the 19th century.

- A) were dominated      B) have dominated      C) dominated  
D) are dominating      E) would be dominated

34. Luckily, he realised that he had forgotten his passport in time to return to the hotel and collect it; otherwise, we ---- for the flight

- A) must not have accepted      B) ought not to be accepted  
C) hadn't been accepted      D) couldn't have been accepted      E) needn't have accepted

35. Everybody was very concerned when one of the representatives ---- halfway through the main course.

- A) will collapse      B) is collapsing      C) has collapsed      D) collapses      E) collapsed

**Answer:**

1: B 2: B 3: A 4: C 5: E 6: D 7: B 8: C 9: D 10: E 11: E 12: A 13: D 14: C 15: A 16: E 17: C 18:  
D 19: B 20: A 21: D 22: E 23: B 24: C 25: C 26: B 27: D 28: A 29: E 30: E 31: B 32: A 33: C 34:  
D 35: E

1. Neither of the workers was happy with the new legislation, \_\_\_\_?
- A) wasn't they    B) weren't they    C) did they    D) didn't they    E) were they
2. Tom, the Browns' only son, died in a terrible accident last year. Before that event, however, the family used to be very cheerful people, \_\_\_\_\_, dad?
- A) hadn't they    B) didn't they    C) weren't they    D) didn't he    E) wasn't it
3. That is very important for him, \_\_\_\_?
- A) isn't it    B) isn't that    C) is it    D) is that    E) isn't this
4. Everybody should visit Goreme, \_\_\_\_?
- A) should they    B) should he    C) shouldn't they  
D) should we    E) shouldn't we
5. Tomorrow, instead of going to Madrid with my boss, I am going to London, \_\_\_\_? So, is everything arranged properly there?
- A) am n't I    B) aren't I    C) don't I    D) won't I    E) am I
6. As far as I know Jim, and according to what his mum told about him, he hates football and never plays it, \_\_\_\_?
- A) didn't he    B) will he    C) does he    D) didn't she    E) don't I
7. You really think that those over there are our new teacher's kids, \_\_\_\_? But, they aren't because he isn't married yet.
- A) isn't it    B) don't you    C) aren't they    D) do you    E) isn't he
8. They had to provide some evidence to the court to clear him of the accusation, \_\_\_\_?
- A) wouldn't they    B) hadn't he    C) didn't he  
D) hadn't they    E) didn't they

9. Just because the teacher of math has strict rules in class, everybody dislikes him too much, \_\_\_\_?

A) aren't they      B) isn't it      C) doesn't it      D) do they      E) don't they

10. A: What an exhausting day it was! I had better go to sleep right now, \_\_\_\_? B: Yes, of course. Anyway, I have already prepared the room for you.

A) didn't you      B) should I      C) mustn't you  
D) hadn't I      E) wasn't it

11. It is breaking news. Something bad must have happened at the airport. Pass the remote control to me, \_\_\_\_?

A) isn't it      B) didn't you      C) aren't I      D) will you      E) shall we

12. I guess my brother didn't like the way his wife behaved in front of many people, \_\_\_\_? Because he takes her words personally.

A) wasn't he      B) don't I      C) did he      D) didn't she      E) does he

13. Nobody in the family believes Carl has paid the heating bill, \_\_\_\_? So, he needs some time to prove himself to be reliable.

A) do they      B) has he      C) doesn't he  
D) won't they      E) did they

14. I assume the books you gave will be helpful despite the fact that there are plenty of similar books, \_\_\_\_?

A) do you      B) won't they      C) didn't you      D) are there      E) isn't there

15. One of the things I used to do was breaking ice floes in the stream, \_\_\_\_?

A) didn't it      B) wasn't it      C) weren't they      D) isn't it      E) wouldn't it

16. I suppose they won't come in time for the lunch, \_\_\_\_?
- A) won't they    B) aren't I    C) don't I    D) will they    E) do you
17. He said the teacher ought to give the instructions more clearly, \_\_\_\_?
- A) did he    B) oughtn't he    C) didn't he    D) hasn't he    E) ought not they
18. He \_\_\_\_ hard for the exam, didn't he?
- A) didn't study    B) studied    C) studies    D) had studied    E) doesn't study
19. He \_\_\_\_ the car he damaged repaired, won't he?
- A) will have    B) would have    C) had    D) has    E) is having
20. It would have been a more tactful decision to leave them alone when they told us to have a break, \_\_\_\_?
- A) shouldn't we    B) didn't they    C) wouldn't it
- D) hasn't it    E) wouldn't they
21. They will be coming in an hour, so I have got to prepare something for dinner, \_\_\_\_?
- A) haven't I    B) don't I    C) shouldn't we    D) won't they    E) aren't they

**Answer:**

1: E 2: B 3: A 4: C 5: B 6: C 7: B 8: E 9: E 10: D 11: D 12: C 13: A 14: B 15: B 16: D 17: C 18:  
B 19: A 20: C 21: A

- 1) Which is the correct sentence?
- A) This is a true.    B) This is true fact.    C) This is fact.    D) This is a fact.
- 2) Choose the correct sentence.
- A) Go and fetch some water for me.    B) Go to fetch some water for me.  
C) Fetch some water for me    D) Fetch and bring some water for me.
- 3) "As road traffic increases, elevated highways are built to solve the problem of traffic jam."-Choose the incorrect usage of grammar that is occurred in the sentence.
- A) elevated highways    B) road traffic    C) the    D) traffic jam
- 4) Choose the correct form of sentence.
- A) I await your decision.    B) I wait your decision.  
C) I await for your decision.    D) I await upon your decision.
- 5) Which is the redundant word in the sentence: 'He ordered for a cup of tea.'
- A) ordered    B) for    C) a    D) tea
- 6) We are not in \_\_\_\_\_ financial position to reduce annual tuition fees.
- A) a sufficient    B) a strong enough  
C) sufficiently strong enough    D) an enough
- 7) Choose the correct option to complete the sentence: She returned\_\_\_\_\_.
- A) back from the village after she had come to know about her husband's plan  
B) back from the village after she had came to know about her husband's plan  
C) backward from the village after she had come to know about her husband's plan  
D) from the village after she had come to know about her husband's plan

8) "Jonathan thinks he has sufficient enough information to write the article." -Choose the incorrect word that gives a rise to redundancy.

A) to write    B) sufficient enough    C) enough information    D)the article

9) Choose the correct form of sentence from the followings.

A) We should come up with a new innovation for doing this task.

B) We should came up with a new innovation for doing this task.

C) We should come up with an innovation for doing this task.

D) We should come up an innovation doing this task.

10) "The professor joined the bride and groom together in holy wedlock." -Find out the incorrect part of the sentence.

A) the bride and groom    B) joined...together    C) holy wedlock    D) the

11) Choose the correct option to complete the sentence: "The presenter was not using a microphone; \_\_\_\_\_."

A) his voice was inaudible and could not be heard

B) his voice was could not be heard

C) his voice was inaudible and be heard

D) his voice was inaudible

12) The mountain climbers \_\_\_\_\_ on their long trek up the side of the mountain.

A) proceeded forward    B) forward proceeded    C) proceeded    D) forwarding

- 13) Maurice told his grandfather that he hit his brother \_\_\_\_\_.
- A) inadvertently and did not do so intentionally      B) inadvertently  
C) not intentionally and inadvertently  
D) inadvertently and not do so intentionally
- 14) Which one of the following sentence is correct?
- A) The captain ordered his soldiers to fire.  
B) The captain ordered to his soldiers to fire.  
C) The captain gave orders his soldiers to fire.  
D) The captain did order his soldiers to fire.
- 15) "Venus, the second planet from the sun, is exactly almost the same size as the earth."  
-Pick the incorrect word.
- A) the second      B) from      c) exactly almost      d) same size
- 16) "Despite of the increase in train fare, most people still prefer to travel by train." -  
What's wrong in the sentence?
- A) despite of      B) still      C) prefer      D) travel
- 17) "In recent years, great advances forward have been made in the field of genetic science." -Which word of the sentence should be omitted to make it correct?
- A) In recent years      B) forward      C) have been made      D) genetic science
- 18) Identify one of the words or phrases that must be changed in order for the sentence to be correct: "He has sufficient enough money to buy a car."
- A) has sufficient      B) enough money      C) sufficient enough      D) to buy

19) Choose the correct form of sentence.

- A) My lodging is near to the school.      B) My lodging house is near to the school.  
C) My lodging house is close to the school.      D) My lodging is near the school.

20) Which is an example of the redundant word?

- A) wait for      B) ask a question      C) an additional      D) twins

**Answer:**

1. D	2. C	3. B	4. A	5. B
6. D	7. D	8. B	9. C	10. B
11. D	12. C	13. B	14. A	15. C
16. A	17. B	18. C	19. D	20. B

### Vocabulary

Words	English Meaning	Bangla Meaning
<b>stricture</b>	something that restrains, negative criticism	সমালোচনা, নেতিবাচক মন্তব্য
<b>strident</b>	loud, harsh, unpleasantly noisy	কঠোর, ককর্শ ও কর্ণপীড়াদায়ক
<b>strut</b>	to swagger, display to impress others	ভাররক্ষা করা, গর্ব করা, লোক দেখানো

<b>stultify</b>	to impair or reduce to uselessness	বোকা বানানো, বেকুব বানানো
<b>stupefy</b>	to dull the senses of, stun, astonish	স্তম্ভিত করা, হতবুদ্ধি করা
<b>stygian</b>	dark and gloomy, hellish	অন্ধকার, নারকীয়
<b>subpoena</b>	notice ordering someone to appear in court	কাউকে আদালতে হাজির হওয়ার নির্দেশ দেওয়ার নোটিশ
<b>subside</b>	to settle down, grow quiet	শান্ত হওয়া, হাস পাতয়া, প্রশমিত হওয়া
<b>substantiate</b>	to support with proof or evidence	প্রমাণ করা, বাস্তবায়িত করা, প্রতিপাদন করা
<b>substantive</b>	essential	বাস্তব, প্রকৃত, অপরিহার্য
<b>subsume</b>	to include, incorporate	অন্তর্ভুক্ত করা, সমন্বিত করা
<b>subversive</b>	intended to undermine or underthrown, especially an established government	বিধ্বংসী, পরাভূত করিতে বা ধ্বংস করিতে সচেষ্ট
<b>succor</b>	relief, help in time of distress or want	সাহায্য, ত্রাণ, উদ্ধার
<b>suffrage</b>	the right to vote	ভোটাধিকার, ভেটো
<b>sundry</b>	various	বিভিন্ন, কতিপয়
<b>supersede</b>	to replace, especially to displace as inferior or antiquated	স্থানান্তর করা, রহিত বা বাতিল করা
<b>supine</b>	lying in the back, marked by lethargy	অলস, কুঁড়ে
<b>supplant</b>	to replace, substitute	প্রতিস্থাপন, স্থানচ্যুত করা
<b>suppliant</b>	beseeking	মিনতিকর, মিনতিকারী, আবেদনময়
<b>supplicant</b>	one who asks humbly and earnestly	আবেদনকারী, সনির্বন্ধ আবেদক
<b>supposition</b>	the act of assuming to be true or real	অনুমান, কল্পনা, যুক্তিতর্কহীন পূর্বানুমান
<b>syllogism</b>	a form of deductive reasoning with a major premise, a minor premise, and a conclusion	অনুমানবাক্য

<b>sylvan</b>	related to the woods or forest	অরণ্যসংক্রান্ত
<b>tacit</b>	silently understood, implied	মৌন, নীরব
<b>talisman</b>	charm to bring good luck and avert misfortune	তাবিজ, কবজ, মাদুলি
<b>tangential</b>	peripheral, irrelevant, digressing	অপ্রাসঙ্গিক, প্রান্তিক
<b>tautology</b>	unnecessary repetition	দ্বিরুক্তি, পুনরুক্তি
<b>taxonomy</b>	science of classification	শ্রেণীবিন্যাসবিজ্ঞান
<b>tenet</b>	belief, doctrine	নীতি, মতবাদ, বিশ্বাস
<b>tenuous</b>	weak, insubstantial	ক্ষীণ, পাতলা, অতি সূক্ষ্ম
<b>terrestrial</b>	earthly, commonplace	পার্শ্বিক, পৃথিবীবাসী
<b>theocracy</b>	government by priests representing a god	ধর্মতন্ত্র, দিব্যতন্ত্র, ধর্মশাসন
<b>thespian</b>	an actor or actress	নাটকের অভিনেতা বা নায়ক
<b>timbre</b>	Voice, tone, color	সুর, গলা, উপস্থান
<b>tirade</b>	long, violent speech, verbal assault	অপবাদপূর্ণ দীর্ঘ জোরালো বক্তৃতা
<b>toady</b>	flatterer, yes-man	পার্শ্বচর, মোসাহেব, চাটুকার
<b>tome</b>	book, usually large and academic	মোটা বই, বৃহৎ গ্রন্থখণ্ড
<b>torpor</b>	lethargy, dormancy, sluggishness	অক্রিয়তা, জড়ত্ব, অসাড়তা
<b>torque</b>	a turning or twisting force	ঘূর্ণন বল
<b>tortuous</b>	having many twists and turns, highly complex	কষ্টকর, কুটিল, জটিল
<b>tout</b>	to promote or praise energetically	দালালি করা
<b>tractable</b>	obedient, yielding	বাধ্য, নম্র, সহজে পরিচালনা করা যায় এমন
<b>transgression</b>	act of trespassing or violating a law or rule	সীমালঙ্ঘন, অতিক্রম, আইন বা আদেশ লঙ্ঘন
<b>transient</b>	temporary, fleeting	ক্ষণস্থায়ী, অস্থায়ী, অনিত্য

translucent	partially transparent	স্বচ্ছ, পরিষ্কার, আলো আসিতে পারে এমন
travail	work, especially arduous work	কষ্ট করা, পরিশ্রম করা
travesty	parody, exaggerated imitation, caricature	হাস্যকর অনুকরণ
treatise	article treating a subject systematically and thoroughly	গ্রন্থ, প্রবন্ধ, অনুচ্ছেদ
tremulous	trembling, frugal, timid	ভীরু, কম্পিত
trepidation	fear and anxiety	ভয়, আতঙ্ক
truculence	aggressiveness, ferocity	নির্মমতা, নৃশংসতা, অতীব প্রচণ্ডতা
tryst	agreement between lovers to meet, rendez-vous	মিলন-সংকেত
tumid	swollen, distended	স্ফীত, বর্ধিত
turbid	muddy, opaque, in a state of great confusion	এলোমেলো, বিশৃঙ্খল, কর্দমাজ
turgid	swollen, pompous	স্ফীত, বর্ধিত
tutelary	serving as a guardian or protector	রক্ষাকর
uncanny	mysterious, strange	ভুতুড়ে, অস্বাভাবিক, রহস্যময়
undulating	moving in waves	চেউখেলানো, চেউ-তোলা
unfeigned	not false, genuine	অকৃত্রিম, খাঁটি, অকৃত্রিম
untenable	indefensible	অচল, খাটে না এমন
untoward	not favorable, troublesome, unruly	প্রতিকূল, অবাঞ্ছিত, দুর্ভাগ্যজনক
usury	a practice of lending money at exorbitant rates	চড়া সুদ
vacillate	to waver, oscillate	দ্বিধাগ্রস্ত হওয়া, দোলায়মান হওয়া
vacuous	empty, void, lacking intelligence	শূন্য, ফাঁকা
valedictory	pertaining to a farewell	সমাপ্তি, বিদায়-সম্বাষণমূলক
vapid	tasteless, dull	বিস্বাদ, স্বাদহীন, নিস্তেজ,
variegated	varied, marked with different colors	বৈচিত্র্যময়, বিচিত্র, নানাবর্ণে রঞ্জিত
vaunt	to boast, brag	গর্ব করা, বড়াই করা, দস্ত করা
venal	mercenary, corruptible	ক্রয়সাধ্য, অর্থের বিনিময়ে

		অন্যায়ভাবে কাজ করিতে ইচ্ছুক এমন
<b>vendetta</b>	prolonged feud marked by bitter hostility	প্রতিহিংসা, জাতিবিবাদ, বংশগত বিরোধ
<b>venerate</b>	to adore, honor, respect	উপাসনা করা, শ্রদ্ধা করা
<b>veracious</b>	truthful, accurate	সত্যবাদী, সত্যপরায়ণ
<b>verbose</b>	wordy	শব্দবহুল, বাগাড়ম্বরপূর্ণ
<b>vertigo</b>	dizziness	মাথা বিম্বিম্বানি
<b>vexation</b>	irritation, annoyance	বিরক্তি, হয়রানি, জালাতন
<b>viable</b>	practicable, capable of developing	কার্যকর, টেকসই
<b>vindictive</b>	vengeful, unforgiving	প্রতিশোধমূলক, প্রতিহিংসাপূর্ণ
<b>virtuoso</b>	someone with master skills, expert musician	গুণী, কলাবান বা শিল্পবিশারদ পণ্ডিত
<b>visage</b>	appearance, aspect	মুখ, চেহারা
<b>viscous</b>	thick, syrupy	আঠালো, চটচটে
<b>vitiate</b>	to impair the quality of, corrupt morally	বিকৃত করা, অকার্যকর করা, অপবিত্র করা
<b>vituperative</b>	using or containing harsh, abusive censure.	অশ্লীল, নিন্দাপূর্ণ, অপবাদসূচক
<b>visisection</b>	dissection, surgery, or painful experiments performed on a living animal for the purpose of scientific research	জীবচ্ছেদ, সজীব জন্তুর অঙ্গচ্ছেদ
<b>vogue</b>	prevailing fashion or practice	চলন, প্রচলিত
<b>volatile</b>	tending to vary frequently, fickle	অস্থির, উদ্বায়ী, চঞ্চল
<b>vortex</b>	whirlpool, center of turbulence	ঘূর্ণি, আবর্ত
<b>warranted</b>	justified	নিশ্চিত, ন্যায্যতা প্রতিপন্ন করা

wary	careful, cautious	সতর্ক, সাবধান
welter	wallow or roll, toss about, be in turmoil	বিশৃঙ্খলা, বিক্ষোভ
whimsical	fanciful, unpredictable	খামখেয়ালী
wistful	vaguely longing, sadly thoughtful	চিন্তিত, ঐকান্তিকতাপূর্ণ
zealot	one who is fanatically devoted to a cause	উদ্যমী, ধর্মাত্মক
Zany	Comic; crazy; N: clown; comical person	নির্বোধ ব্যক্তি, ভাঁড়
Zeal	eager enthusiasm( to a cause or ideal); ADJ. zealous	উদ্যম, আগ্রহ
Zenith	point directly overhead in the sky; summit; acme; highest point	সর্বোচ্চ স্থান
Zephyr	gentle breeze; west wind	পশ্চিমা বাতাস
Zest	outer skin of an orange used for giving a special taste to food; spice; interest; flavor; spirited enjoyment	রুচি, সুস্বাদ

**Answer Sheet**

P1

1. A	2. D	3. E	4. B	5. C
6. B	7. A	8. E	9. C	10. B



### P2

1. E	2. C	3. A	4. D
5. B	6. A	7. C	8. E

### P3

1. E	2. B	3. A	4. C	5. B
6. C	7. B	8. E	9. E	10. D
11. D	12. C	13. A	14. B	15. B
16. D	17. C	18. B	19. A	20. C
21. A				

### P4

- 1) We need to cooperate ~~together~~.
- 2) This ~~absolutely~~ phenomenal piece of equipment...
- 3) A liaison officer ~~who is~~ responsible for...
- 4) A ~~total number of~~ 14 APCs...
- 5) With the ~~close~~ proximity of...
- 6) ~~Exactly~~ the same number of soldiers...
- 7) ~~New~~ innovations will move our industry forward.
- 8) Let me summarize ~~briefly~~...
- 9) We also have ATMs ~~machines~~ inside the base.

P5

- 1) your letter
- 2) Currently
- 3) into theoretical and practical part
- 4) The theoretical part will cover
- 5) A weekly meeting was scheduled
- 6) Another problem revealed concerned people's security.
- 7) As you wish
- 8) We agreed
- 9) must be provided
- 10) The next teleconference will clarify it
- 11) may make their brands
- 12) the other branches' budget
- 13) their cooperation with
- 14) consequently enhancing
- 15) unanimously
- 16) Although
- 17) Because
- 18) tends