

## Modal Verbs

will - future tense

must - necessary action (only present tense, use 'have to' for other tenses)

mustn't - you are obliged NOT to do something (prohibited)

don't have to - an action is not necessary, you are not obliged

may/might - it is possible but not certain

should - it is a good idea, the right thing to do, something you expect to happen

can - indicates ability or possibility

could - conditional/past of can

Shall I/we? - used to offer to do something for another person.

Shall we? - used to make a suggestion

### PERFECT MODAL TENSES

must have done - logical **affirmative** conclusion (deve aver fatto)

can't have done - logical **negative** conclusion (non può aver fatto)

may/might have done - it's possible but **we don't know for certain** (forse avrà fatto)

could have done - had the **opportunity** but didn't do something (also it's possible but we are not sure, but only in affirmative) - avrebbe potuto fare

should have done - it was a good idea to do something / something you expected to happen (avrebbe dovuto fare/dovrebbe aver fatto)

would have done - hypothetical (avrebbe fatto)

### Complete the sentences with a modal verb (including have to)

1. You \_\_\_\_\_ help me if you don't have time. I can do the job myself.
2. \_\_\_\_\_ you help me?
3. You \_\_\_\_\_ go into that room. It's forbidden!
4. It's 2:20 and he said he'd be here at 2:30. He \_\_\_\_\_ be here soon.
5. I have a headache. \_\_\_\_\_ you buy some aspirin for me?
6. There are no children in the garden. They \_\_\_\_\_ be in the house.
7. I \_\_\_\_\_ come to your party. I have to work.
8. \_\_\_\_\_ I make some coffee? You look as if you need some.



10. I \_\_\_\_\_ go now because I am already late for my class.
11. I \_\_\_\_\_ tidy my house up more often, but I'm very lazy.
- 12 They \_\_\_\_\_ do their homework today because tomorrow is a holiday.
- 13 I \_\_\_\_\_ go to Paris next week, but I'm not sure.

Fill in the blank with a modal verb (also have to). Do NOT use will or would.

1. (I/stop) \_\_\_\_\_ smoking doctor? (obligation)

No, but if you don't stop you \_\_\_\_\_ die. (possibility)

2. It's going to be minus 20 tonight so you \_\_\_\_\_ turn up the heating. (advice)
3. That job is only open to university graduates. You \_\_\_\_\_ have at least a bachelor's degree to apply. (obligation)

4. I can stay in bed tomorrow because I \_\_\_\_\_ work. (no necessity)
5. \_\_\_\_\_ borrow your car this weekend? (permission)

No because I \_\_\_\_\_ need it if I go shopping. (possibility)

6. \_\_\_\_\_ fasten your seatbelt? I don't want to get a traffic ticket. (asking favour)
7. He doesn't sing very well now, but he \_\_\_\_\_ sing beautifully when he was a child. (past ability)
8. \_\_\_\_\_ help you, madam? (polite request)

Yes, it is my daughter's birthday and I \_\_\_\_\_ find a present. (obligation)

9. It \_\_\_\_\_ rain, but I doubt it. (possibility)
10. Why are you in a hurry? We \_\_\_\_\_ leave until ten o'clock and it's only 9:30. (no necessity)
11. Whatever you do, you \_\_\_\_\_ press that button. (prohibition)

If you push it, the entire planet \_\_\_\_\_ explode. (fact)

12. I \_\_\_\_\_ write English well, but I have trouble speaking.... (ability)

You \_\_\_\_\_ find yourself an English girlfriend...that way you'll improve quickly enough! (advice)

13. \_\_\_\_\_ hold the baby? (permission)

O.K., but you \_\_\_\_\_ drop him! (warning)

14. You \_\_\_\_\_ eat those mushrooms (advice), they \_\_\_\_\_ be poisonous. (possibility)

15. You \_\_\_\_\_ cover your shoulders out of respect; this is a temple. (advice)



## PERFECT MODALS

Complete the second sentence so that it has a similar meaning to the first sentence.

1. It is possible that you gave her the wrong number.

You \_\_\_\_\_ the wrong number.

2. It is not possible that Richard knew about this.

Richard \_\_\_\_\_ about this.

3. There is a possibility that Mary forgot about the meeting.

Mary \_\_\_\_\_ about the meeting.

4. I am certain that he was not telling the truth.

He \_\_\_\_\_ lies.

5. Perhaps he has already seen the film.

He \_\_\_\_\_ the film.

6. The police say his death was definitely not an accident.

The police say his death \_\_\_\_\_ an accident.

7. There is no doubt that he was driving too fast at the time.

He \_\_\_\_\_ too fast at the time.

8. Perhaps Colin was in the bath when you phoned.

Colin \_\_\_\_\_ in the bath when you phoned.

9. Emma was wrong to tell you the answer, you needed to understand it yourself.

She \_\_\_\_\_ answer.

10. I'm sure Maggie didn't work in London - she's never been to England!

She \_\_\_\_\_ London.

11. I'm certain he paid the bill because I saw the receipt.

He \_\_\_\_\_ bill.

12. Perhaps David didn't notice you and that's why he didn't say hello.

David \_\_\_\_\_ you.

13. I forgot to finish my project last night and my boss was angry with me.

I \_\_\_\_\_ last night.

14. Peter invited me to go to the cinema, but I decided to visit a friend.

I \_\_\_\_\_ cinema.



## Must vs Have to

Must is a defective verb and only has the present tense form. When you need to use the past, infinitive, present perfect etc, you use "to have to".

In the present tense you need to choose between "must" and "to have to" according to the situation.

"must" is used when it is the person speaking who obliges the action, or when the speaker is quoting a law or rule, and agrees with it. We use "to have to" when the action is obliged by another person or by external circumstances or factors.

1. My boss needs this report urgently. I \_\_\_\_\_ finish it now.
2. "You \_\_\_\_\_ arrive on time every morning" said the shopkeeper to the new trainee.
3. Julie \_\_\_\_\_ go to work on foot. The buses are on strike.
4. Secretaries \_\_\_\_\_ answer the phone. That's part of their job.
5. "You \_\_\_\_\_ do your homework" said the teacher.
6. "We \_\_\_\_\_ invite our neighbours for dinner one day" said my husband.
7. David \_\_\_\_\_ leave home at 7.30 am in order to get to the office at 9 am.
8. "I \_\_\_\_\_ hurry or I'll miss my flight!"
9. Employees \_\_\_\_\_ attend all personnel meetings - it's written in their contracts.
10. "I \_\_\_\_\_ call my mother - it's her birthday today."
11. He really \_\_\_\_\_ study more, I don't want him to fail this exam!
12. Yesterday, we \_\_\_\_\_ call the doctor, because Paul was very ill.
13. My father is so deaf that you \_\_\_\_\_ shout if you want him to hear you.
14. Really, you \_\_\_\_\_ believe that I am telling the truth.
15. When I worked on a farm, I \_\_\_\_\_ get up early to milk the cow.
16. I hate \_\_\_\_\_ get up early on a cold morning in winter.
17. I don't want to go now, but unfortunately I \_\_\_\_\_.
18. My sister \_\_\_\_\_ wear glasses because she is short-sighted.
19. Poor girl, she \_\_\_\_\_ marry that horrible man!
20. Remember, you \_\_\_\_\_ always do your homework! ;-)



## If sentences

If + simple present, will + infinitive

If + simple past, would + infinitive

If + past perfect, would have + past participle

## Conditional sentences - if x 3

1. If we meet at 9.30, we \_\_\_\_\_ (have) plenty of time.
2. Lisa would find the milk if she \_\_\_\_\_ (look) in the fridge.
3. The zookeeper would have punished her with a fine if she \_\_\_\_\_ (feed) the animals.
4. If you spoke louder, your workmates \_\_\_\_\_ (understand) you.
5. Dan \_\_\_\_\_ (arrive) safely if he drove slowly.
6. You \_\_\_\_\_ (have) no trouble at work if you had done your work on time.
7. If you \_\_\_\_\_ (swim) in this lake, you'll shiver from cold.
8. The door will unlock if you \_\_\_\_\_ (press) the green button.
9. If Mel \_\_\_\_\_ (ask) her teacher, he'd have answered her questions.
10. I \_\_\_\_\_ (call) the office, if I was/were you.
11. If they \_\_\_\_\_ (listen) carefully, they might hear the woodpecker.
12. If I had relaxed on the sofa, I \_\_\_\_\_ (fall) asleep.
13. Susan could have worked as a model if she \_\_\_\_\_ (be) taller.
14. The soil \_\_\_\_\_ (not dry out) if you had watered the plants regularly.
15. If you \_\_\_\_\_ (give) the young boy this stick, he'd probably hurt himself.
16. If the cat hides in the tree, the dog \_\_\_\_\_ (not find) it.
17. The students would solve the problem if they \_\_\_\_\_ (use) their textbooks.
18. If he invited us, we \_\_\_\_\_ (visit) him more often.
19. Max \_\_\_\_\_ (read) the newspaper if he went by train.
20. We \_\_\_\_\_ (not take) the wrong tram if Ronaldo had asked the way.



**Passive** – change the sentences from active to passive

1. They make beds. \_\_\_\_\_
2. Our uncle will take Susan to hospital. \_\_\_\_\_
3. We have cleaned the biomedical laboratory. \_\_\_\_\_
4. The nurses are going to take blood samples. \_\_\_\_\_
5. The doctors must help the children. \_\_\_\_\_
6. A patient opened the window. \_\_\_\_\_
7. My mother sent me to the doctor. \_\_\_\_\_
8. Nurse Mary will care for my little brother. \_\_\_\_\_
9. Dr Jones often uses the periodontal probe. \_\_\_\_\_
10. Somebody built the hospital last year. \_\_\_\_\_
11. They speak three languages in that surgery. \_\_\_\_\_
12. The nurse brought me a big lunch. \_\_\_\_\_
13. The speech therapist gave me some exercises to do. \_\_\_\_\_
14. The radiology technician will take the x-ray. \_\_\_\_\_
15. No one has ever shown me my medical chart. \_\_\_\_\_



Who invented the first computer?

A computer is a machine that not only works out and computes things but it **may/can** also remember what it **has done/has been done**. The earliest form of computer **was using/was being used** over 2000 years ago and even today it is **still being used/is still using** in some eastern countries. It is the simple abacus, that **was possibly used/has possibly been used** when you were in primary school. In 1642, a real development in computers came when Blaise Pascal **invented/was invented** the first adding machine. 29 years later Gottfried von Leibniz **developed/was developed** a calculator that could both multiply and divide.

The world's first working computer, the Analytical Engine, **designed/was designed** by Charles Babbage in 1834. Babbage **believed/was believed** that his machine could be programmed or taught to do mathematical tasks, but it was not until 1936 that his belief **proved/was proved** correct by Alan Turing. Turing went on to develop a computer called Colossus. During the second world war, Colossus **was used/was using** to break enemy codes.

By the end of the war, computers were developing quickly. In 1946, the world's first valve computer – ENAIC – **built/was built**. For a long time, however, computers were large and complicated machines that only governments and large companies could afford to operate. Then in the 1960s, scientists **developed/was developed** the Integrated Circuit. From then on, circuit designs could **be printed/print** on to a small piece of silicon chip. Computers could become much smaller and cheaper and thus be available to everyone.

Today, they are commonplace in business, schools and homes – in fact nearly nine out of ten homes in Britain **has/has been had** a computer.



## ADVANCED LEVEL

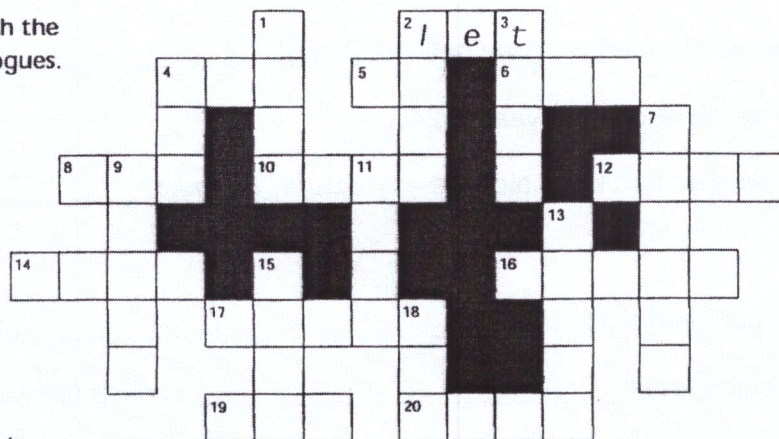
### PASSIVE OR ACTIVE?

1. The entire European railway network (bring) \_\_\_\_\_ to a new era of success by the end of the year 2024.
2. If the weather had been nice the day before, we (take) \_\_\_\_\_ on a boat.
3. I must get used to (speak) \_\_\_\_\_ to in English.
4. They (not speak) \_\_\_\_\_ to each other since they quarrelled last Monday.
5. When I found my wallet, I discovered the credit cards (steal) \_\_\_\_\_.
6. He said that by 2100 the earth's supplies of oil, coal and gas (run out) \_\_\_\_\_.
7. I don't like (tell) \_\_\_\_\_ what to do.
8. She (buy) \_\_\_\_\_ the new computer before she received permission from her supervisor, which made him very angry.
9. Rebecca (give) \_\_\_\_\_ her new assignment before she left for South America.
10. Unemployment (rise) \_\_\_\_\_ steadily over the last ten years.



## 4B Phrasal verbs crossword

Complete the crossword with the missing verbs from the dialogues.



### Across

- 2 A: That's the second time he's \_\_\_\_\_ me down this week. (3)  
B: Yeah, he's becoming quite unreliable these days.
- 4 A: Are you going to Linda's party this weekend?  
B: Oh, you haven't heard. She's \_\_\_\_\_ it off until the week after. (3)
- 5 A: Do you think I should do it?  
B: Absolutely! \_\_\_\_\_ for it! (2)
- 6 A: Can I borrow your camera?  
B: Sure, but try not to \_\_\_\_\_ up all the film. (3)
- 8 A: I feel terrible.  
B: Don't worry. You'll soon \_\_\_\_\_ over it. You'll be fine in a few days. (3)
- 10 A: Have a good trip. By the way, do you speak any Spanish?  
B: No, but I'm sure I'll \_\_\_\_\_ up a few words quite quickly. (4)
- 12 A: Cigarette?  
B: No, thanks. I \_\_\_\_\_ up last month actually. (4)
- 14 A: Do you think he's telling the truth?  
A: No, I don't. I think he \_\_\_\_\_ the whole thing up. (4)
- 16 A: Do you remember what a mess the house was in when I bought it?  
B: Yeah, you've done a great job of \_\_\_\_\_ it up. It looks wonderful. (5)
- 17 A: She really \_\_\_\_\_ after her mother. (5)  
B: You're right. They're very alike.
- 19 A: Where are you going?  
B: To the airport with Jon to \_\_\_\_\_ him off. Do you want to come? (3)
- 20 A: Wasn't she just so boring?  
B: You can say that again. She just \_\_\_\_\_ on and on and on. (4)

### Down

- 1 A: Late again!  
B: Sorry. I had to \_\_\_\_\_ off at the shops on the way here. (4)
- 2 A: How did this happen?  
B: I don't know, but I'll find out. I'll \_\_\_\_\_ into it straight away. (4)
- 3 A: Can you \_\_\_\_\_ the music up a bit? I can't hear it. (4)  
B: Sure.
- 4 A: What's the matter?  
B: Oh, the second I \_\_\_\_\_ the phone down I knew I'd said the wrong thing. (3)
- 7 A: Have you decided what to do?  
B: Yes, I'd been trying to think what to do for ages before it suddenly \_\_\_\_\_ on me. (6)
- 9 A: Where did you go last night?  
B: We went all over the place and \_\_\_\_\_ up in that new bar near the river. (5)
- 11 A: I've lost my keys.  
B: Have you? I'll let you know if I \_\_\_\_\_ across them. (4)
- 13 A: Where is she? It's the same time after time.  
B: Yeah. You can always \_\_\_\_\_ on her to be late. (5)
- 15 A: Why on earth did you do that?  
B: I've no idea. I don't know what \_\_\_\_\_ over me. (4)
- 18 A: He tried to tell us that he wasn't involved, but we \_\_\_\_\_ right through him. (3)  
B: Yeah, he's always been a terrible liar.



### **Discourse markers**

Some words and phrases help to develop ideas and relate them to one another. These kinds of words and phrases are often called discourse markers. Note that most of these discourse markers are formal and used when speaking in a formal context or when presenting complicated information in writing.

#### **with regard to; regarding; as regards; as far as ..... is concerned, as for**

These expressions focus attention on what follows in the sentence. This is done by announcing the subject in advance. "As regards" and "as far as.....is concerned" usually indicate a change of subject

#### **Examples:**

*His grades in science subjects are excellent. As regards humanities ...*  
*With regard to the latest market figures we can see that ...*  
*Regarding our efforts to improve the local economy, we have made ...*  
*As far as I am concerned, we should continue to develop our resources.*  
*As for John's thoughts, let's take a look at this report he sent me.*

#### **on the other hand; while; whereas**

These expressions give expression to two ideas which contrast but do not contradict each other.

#### **Examples:**

*Football is popular in England, while in Australia they prefer cricket.*  
*We've been steadily improving our customer service center. On the other hand our shipping department needs to be redesigned.*  
*Jack thinks we're ready to begin whereas Tom thinks we still need to wait.*

#### **however, nonetheless, nevertheless**

All these words are used to present two contrasting ideas.

#### **Examples:**

*Smoking is proved to be dangerous to the health. Nonetheless, 40% of the population smokes.*  
*Our teacher promised to take us on a field trip. However, he changed his mind last week.*  
*Peter was warned not to invest all of his savings in the stock market. Nevertheless, he invested and lost everything.*

#### **moreover, furthermore, in addition**

We use these expressions to add information to what has been said. The usage of these words is much more elegant than just making a list or using the conjunction 'and'.

#### **Examples:**

*His problems with his parents are extremely frustrating. Moreover, there seems to be no easy solution to them.*  
*I assured him that I would come to his presentation. Furthermore, I also invited a number of important representatives from the local chamber of commerce.*  
*Our energy bills have been increasing steadily. In addition to these costs, our telephone costs have doubled over the past six months.*

#### **therefore, as a result, consequently**

These expressions show that the second statement follows logically from the first statement.

#### **Examples:**

*He reduced the amount of time studying for his final exams. As a result, his marks were rather low.*  
*We've lost over 3,000 customers over the past six months. Consequently, we have been forced to cut back our advertising budget.*  
*The government has drastically reduced its spending. Therefore, a number of programs have been canceled.*



## **DISCOURSE MARKERS**

**as regards – as a result - despite - moreover - whereas – although - on the other hand - however – in addition - furthermore**

1. I had a bad day at work. \_\_\_\_\_ I argued with that terrible doctor who works in the geriatric ward!
2. Television makes people lazy. \_\_\_\_\_, there are some good educational programmes on.
3. The conference was a little boring. \_\_\_\_\_ we had to wait a long time before it started.
4. My brother works in a large hospital \_\_\_\_\_ I work in a small clinic.
5. You should go to university as it gives you a chance to meet so many new people. \_\_\_\_\_, it gives you the chance to get important qualifications and get a better job.
6. My son is working in a bar. My daughter, \_\_\_\_\_, is studying medicine.
7. The medical students come regularly. \_\_\_\_\_ the art students, attendance is lower than 60%.
8. Susan wasn't wearing a coat in the storm and \_\_\_\_\_ she got pneumonia.
9. \_\_\_\_\_ David is also a full time worker, his exam results are excellent.
10. \_\_\_\_\_ being large, the hospital has relatively few beds.

## What is Academic/Formal Style?

1) Correct structure. An academic essay should have the appropriate structure.

Introduction (general statement, thesis statement, map sentence)

Main body (topic sentence, supporting evidence)

Conclusion (summarize main points)

2) Linkers. The text should flow with the aid of linkers between paragraphs and between sentences.

FUNCTION	LINKERS
Listing points/arguments	Firstly, next,
Exemplifying	For example,
Speculating	...might well be,
Contrasting	However,
Cause and effect	...led to...
Concluding	To conclude,
Opinions	My view is that...

3) Use of passives. The passive voice in academic texts makes it appear more objective and less personal.

ACTIVE	PASSIVE
I think that...	It is thought that...
I believe that...	
I can see that...	
I know that...	
I feel that...	
I can understand that...	



4) Relative Clauses. Use relative clauses to make your sentences more complex and pack in more information. For example, *the business, which was established in 1995, grew from strength to strength.*

Join these sentences using relative clauses:

a) The businessman was an inspiration to his staff. He was 47.

b) The company was on the verge of failure. It had lost many of its key staff.

c) The company saw its sales balloon. It had its headquarters in London.

5) No contractions. Do not use contractions in academic writing, for example, 'It's' or 'isn't' except when it is part of a quotation.

6) Use academic expressions. There are many of these and they take a long time to learn.

Informal	Formal
Lots of	A great deal of
Many kinds of	
...is more important than	
	Due to...
	On account of the fact that...
Sort of...	

7) Generalisations. Be careful when generalising. For example, instead of 'In large companies...', it is better to write 'In most large companies...'. Similarly, 'Businessmen tend to work more than ten hours a day.'

8) Nominalisation. Make nouns from verbs. To make your writing more academic try to use nouns instead of verbs.

a) The business failed. This led to many staff becoming redundant.

*The failure of the business led to many staff redundancies.*

b) The staff was trained and the company grew.

c) It can be stressful to give a presentation.

d) The profit forecast was published last week. As a result, the CEO resigned.

e) New markets were created overseas. This led to the company's expansion.

9) Use 'I' sparingly in academic writing. Try to express it in another way. How can you rewrite 'in this essay I will discuss...'?

10) Use formal verbs. In academic writing formal verbs should be used. Try not to use phrasal verbs.

INFORMAL VERB	FORMAL VERB
Inflation is <b>going up</b>	
The share price <b>goes up and down</b>	
It is difficult to <b>keep up</b> the growth rate	
The company wants to <b>find out</b> if the product works	
Deals often <b>break down</b>	
Lack of enterprise <b>goes through</b> the culture	
The Bank of England <b>stepped in</b> to help the pound	
The new system <b>gets rid of</b> waste	
The company <b>went for</b> the cheaper option	



## Instruction Verbs

How many instruction verbs can you think of?

analyse   compare   contrast   criticise   define   discuss   explain  
evaluate   illustrate   justify   prove/disprove   state   summarise/outline  
trace

*Match the above instruction verbs to the definitions below:*

	Verb	Meaning – what you have to do
1		Give an answer showing the weaknesses and mistakes.
2		Give an answer which points out the differences.
3		Give a balanced answer showing the similarities and differences.
4		Give an answer which explains an idea, then looks at the points for it and against it. After giving both sides of the argument, a conclusion is reached.
5		Give an answer which shows or demonstrates something with plenty of examples.
6		Give an answer which gives the exact meaning of an issue or concept using a definition answer.
7		Give an answer which shows the reasons for a stance and counter any possible objections to them.
8		Look at an idea or concept in great detail. Give a logical and methodical answer.
9		Give an answer which proves or disproves a point.
10		Give an answer which states the main points only without major discussion.
11		Give an answer which includes all the main points of a subject and does not include detail.
12		Give an answer showing how good something is based on evidence provided.
13		Give an answer which has a clear and detailed explanation of an idea or subject.
14		Give an answer in logical or chronological order of the stages of something. Usually needed in historical essays.



## Linkers

however in addition whereas finally in conclusion furthermore  
 therefore on the other hand the next point for example  
 owing to in my opinion the final point to conclude  
 second consequently in contrast there is every likelihood  
 despite such as as a corollary resulted in may/might well be  
 there is a chance that I am of the opinion that due to for instance  
 led to to take one example ...is a case in point in all probability

*Put the linkers above into the correct columns:*

1	2	3	4	5	6	7
Listing points & arguments	Cause & effect	Contrasting	Exemplifying	Opinion	Speculating	Concluding



## Linker Exercise

*Insert an appropriate linker in the gaps:*

- 1) It rained heavily. \_\_\_\_\_, I got drenched.
- 2) London is very expensive. \_\_\_\_\_, it is a fascinating place to reside.
- 3) Rural areas are a great place for recreation. \_\_\_\_\_, you can walk in the fields or go fishing.
- 4) \_\_\_\_\_ there is too much congestion in city centres.
- 5) If you go to Europe, you can visit so many places \_\_\_\_\_ France and Belgium.
- 6) Sea life is in danger \_\_\_\_\_ plastic pollution.
- 7) He works slowly and carefully \_\_\_\_\_ I tend to rush.
- 8) \_\_\_\_\_ that if you work hard, you can make good money but it is not guaranteed.
- 9) If you want to decrease pollution, there are many things you can do. Riding a bicycle is \_\_\_\_\_.
- 10) \_\_\_\_\_ my acute back pain, I still make the effort to get out of the house.
- 11) There are several obvious elements to getting rid of stress \_\_\_\_\_ walking in the park.
- 12) Investing money in a good project is, \_\_\_\_\_, good to progress in life.
- 13) The economy has collapsed \_\_\_\_\_ sanctions imposed from abroad.
- 14) In London life is hard. \_\_\_\_\_, there are many places to relax.
- 15) Scottish people are kind. \_\_\_\_\_, it can be challenging to understand some dialect words.
- 16) \_\_\_\_\_ the harsh conditions, Ernest Shackleton succeeded in traversing South Georgia.



## Linkers – Speaking

*Make sentences using linkers and add something extra:*

- 1) London is a nice place to live. However,
- 2) There are 3 reasons why it is good to study.
- 3) Despite not speaking perfect English,
- 4) Living in the countryside is relaxing. Furthermore,
- 5) I am of the opinion that everyone should...
- 6) One day there is a chance that...
- 7) Global warming will result in...
- 8) London is expensive. In contrast...
- 9) There are many things to do in London. \_\_\_\_\_ is a case in point.
- 10) Whereas I live here,
- 11) In addition to getting a good job, university education can...
- 12) When you retire you can take up many pastimes such as...



## Formal Vocabulary

Put the formal equivalent next to the informal words:

### Verbs

Informal	Formal
Add to	
Argue for	
Ask	
Back up	
Break down	
Buy	
End	
Expect	
Fix	
Give off (gas)	
Get	
Go	
Go down	
Go up	
Go up & down	
Go well together	
Happen	
Have	
Help	
Hold	
Join in	
Keep	
Let go	

Informal	Formal
Live	
Look at	
Make better	
Make correct	
Meet	
Need	
Put together	
Put down	
Say	
Say no	
Seem	
Send abroad	
Send in	
Show	
Start	
Stop	
Take away	
Tell	
Turn around	
Understand	
Use	
Want	
Work together	





## Adjectives

Informal	Formal
Able	
Better	
Cheap	
Connected	
Choice	
Different	
Difficult	
Enough	
Empty	
First	

Informal	Formal
In charge	
Lucky	
On & off	
Two meanings	
Unwilling	
Very big	
Very important	
Whole	
Worse	
Yearly	



## Nouns

Informal	Formal
Chance	
Goal	
Help	
House	
Inside	
Luck	

Informal	Formal
Outside	
Sight	
Sweat	
Thing	
Try	
Understanding	