

1. ARTICLES

- Indefinite → **a/ an**
- Definite → **the**

a . INDEFINITE ARTICLE

1.1. Το αόριστο άρθρο χρησιμοποιείται

- στον **ενικό** πριν από μετρήσιμα ουσιαστικά, π.χ. **a tool**
- όταν αναφέρουμε επαγγέλματα ή ιδιότητες, π.χ. **a technician**

Χρησιμοποιούμε το **a** πριν από ουσιαστικά που αρχίζουν από σύμφωνο ή ήχο συμφώνου ,

π.χ. **a computer, a university, a house**

και το **an** πριν από ουσιαστικά που αρχίζουν από φωνήεν ή ήχο φωνήεντος ,

π.χ. **an aeroplane, an umbrella, an hour**

1.2. Το αόριστο άρθρο **ΔΕΝ** χρησιμοποιείται

- ❶ Στον πληθυντικό αριθμό

~~a~~ **televisions**

- ❷ Μπροστά από επίθετα όταν αυτά δε συνοδεύονται από ουσιαστικά

~~a fast~~ **BUT a fast car**

b. DEFINITE ARTICLE

1.3. Το οριστικό άρθρο **the** χρησιμοποιείται και στα τρία γένη και στον ενικό και πληθυντικό αριθμό.

ΧΡΗΣΙΜΟΠΟΙΕΙΤΑΙ	ΔΕΝ ΧΡΗΣΙΜΟΠΟΙΕΙΤΑΙ
❶ όταν κάνουμε αναφορά σε συγκεκριμένα ή γνωστά αντικείμενα ή πρόσωπα π.χ. <i>This is a hammer. The hammer is on the table.</i>	❶ Με ουσιαστικά στον πληθυντικό όταν αυτά αναφέρουν γενικό σύνολο π.χ. the <i>saws are tools</i>
❷ Με ουσιαστικά που θεωρούνται μοναδικά π.χ. the <i>earth, the sky, the sun, the moon, the Parthenon</i>	❷ Πριν από κύρια ονόματα π.χ. the <i>George</i>
❸ Πριν από ονόματα ποταμών, θαλασσών / ωκεανών, λιμνών, οροσειρών, ερήμων και ενώσεις νησιών ή πολιτειών π.χ. the <i>Nile, the Aegean sea, the Atlantic, the Prespes, the Alps, the Sahara, the Philippines, the USA</i>	❸ Με τις λέξεις school, hospital, church, bed, home, prison , όταν αναφερόμαστε στο λόγο για τον οποίο υπάρχουν π.χ. <i>at the school, in the bed</i>

④ Πριν από μουσικά όργανα π.χ. <u>the</u> piano	④ πριν από αθλητικά παιχνίδια π.χ. <u>the</u> football
⑤ Πριν από εθνικότητες και ονόματα οικογενειών π.χ. <u>the</u> Germans, <u>the</u> Smiths	⑤ Πριν από γεύματα π.χ. <u>the</u> breakfast, <u>the</u> lunch
⑥ Πριν από τις λέξεις morning, afternoon, evening π.χ. in <u>the</u> morning	

2. NOUNS

2.1. Τα ουσιαστικά χωρίζονται σε μετρήσιμα (countable) και μη μετρήσιμα (uncountable). Τα μη μετρήσιμα ουσιαστικά συνήθως δηλώνουν τρόφιμα, ποτά, υγρά ή αφηρημένες έννοιες, κ.α.

π.χ. a computer, a radio (μετρήσιμα ουσιαστικά)

water, salt, iron, money, time (μη μετρήσιμα ουσιαστικά)

Τα μετρήσιμα

- έχουν ενικό και πληθυντικό αριθμό
- συντάσσονται με το αόριστο άρθρο a, an

Τα μη μετρήσιμα

- δεν έχουν πληθυντικό αριθμό - συντάσσονται με ρήμα ενικού αριθμού
- δε συντάσσονται με το αόριστο άρθρο a, an - μπορούν να συνταχθούν με τη λέξη some - π.χ. some salt, some time etc.

3. PLURAL

3.1. Τα ουσιαστικά συνήθως σχηματίζουν τον πληθυντικό με την κατάληξη -s

π.χ. a machine - machiness

3.2. Τα ουσιαστικά που λήγουν σε

➔ **-s, -ss, -sh, -ch, -x, -o** παίρνουν κατάληξη **-es**, εκτός από τα ουσιαστικά **video, studio, piano, photo, radio, kilo**, που παίρνουν κατάληξη **-s**

➔ σύμφωνο και **-y** παίρνουν την κατάληξη **-ies** π.χ. library - libraries

(ΑΛΛΑ➔ όσα λήγουν σε φωνήεν και **-y**, παίρνουν κατάληξη **-s** π.χ. day - days)

➔ Τα ουσιαστικά που λήγουν σε **-f** ή **-fe** παίρνουν κατάληξη **-ves** π.χ. knife - knives



3.3. Ορισμένα ουσιαστικά (irregular nouns) δε σχηματίζουν τον πληθυντικό με την κατάληξη **-s**, αλλά ή παραμένουν ίδια ή αλλάζουν τη μορφολογία τους. Αυτά είναι:

SINGULAR	PLURAL	SINGULAR	PLURAL
child	children	aircraft	aircraft
man	men	mouse	mice
woman	women	sheep	sheep
tooth	teeth	ox	oxen
foot	feet	deer	deer

3.4. Ουσιαστικά που δηλώνουν σύνολο ανθρώπων ή πραγμάτων δεν έχουν πληθυντικό αριθμό, αλλά παίρνουν πληθυντικού αριθμού ρήμα, π.χ. **police, people** .

4. PERSONAL PRONOUNS

	SUBJECT	OBJECT
singular	I = εγώ	me = εμένα
	you = εσύ	you = εσένα
	he = αυτός	him = αυτόν
	she = αυτή	her = αυτή
	it = αυτό	it = αυτό
plural	we = εμείς	us = εμάς
	you = εσείς	you = εσάς
	they = αυτοί, -ές, -ά	them = αυτούς, -ές, -ά

4.1. Οι προσωπικές αντωνυμίες ονομαστικής πτώσης (subject) χρησιμοποιούνται **μπροστά από τα ρήματα** στη θέση ουσιαστικών (π.χ. man, boy, girl, computer etc.) ή κύριων ονομάτων (π.χ. Robert, Ann, etc.) ως **υποκείμενα**.

4.2. Οι προσωπικές αντωνυμίες αιτιατικής πτώσης (object) χρησιμοποιούνται **μετά από ρήματα ή προθέσεις** ως αντικείμενα.

5. THE VERB to be

AFFIRMATIVE	QUESTION	NEGATIVE
I am (I'm)	Am I?	I am not (I'm not)
you are (you're)	are you?	you are not (you aren't)
he is (he's)	is he?	he is not (he isn't)
she is (she's)	is she?	she is not (she isn't)
it is (it's)	is it?	it is not (it isn't)
we are (we're)	are we?	we are not (we aren't)
you are (you're)	are you?	you are not (you aren't)
they are (they're)	are they?	they are not (they aren't)

- 5.1. Στις σύντομες απαντήσεις χρησιμοποιούμε την προσωπική αντωνυμία και τον κατάλληλο τύπο του ρήματος (καταφατικό / αρνητικό). Στις αρνητικές απαντήσεις χρησιμοποιούμε μόνο το συγκεκριμένο ρηματικό τύπο. π.χ. *Are you an engineer?* - **Yes, I am** / **No, I'm not**.

6. THE VERB **have got**

AFFIRMATIVE	QUESTION	NEGATIVE
I have got (I've got)	have I got?	I have not got (I haven't got)
you have got (you've got)	have you got?	you have not got (you haven't got)
he has got (he's got)	has he got?	he has not got (he hasn't got)
she has got (she's got)	has she got?	she has not got (she hasn't got)
it has got (it's got)	has it got?	it has not got (it hasn't got)
we have got (we've got)	have we got?	we have not got (we haven't got)
you have got (you've got)	have you got?	you have not got (you haven't got)
they have got (they've got)	have they got?	they have not got (they haven't got)

- 6.1. Το **have got** χρησιμοποιείται

- ➔ για να δηλώσουμε ότι κάτι ανήκει σε κάποιον,
π.χ. *The engineer **has got** a drill.*
- ➔ για να περιγράψουμε ανθρώπους, ζώα ή πράγματα,
π.χ. *A drill **has got** a bit.*
- ➔ με τις λέξεις
a problem, a headache, a toothache, a temperature, a cold, a cough

- 6.2. Στις σύντομες απαντήσεις χρησιμοποιούμε την προσωπική αντωνυμία και τον κατάλληλο τύπο του ρήματος (καταφατικό / αρνητικό). Στις αρνητικές απαντήσεις χρησιμοποιούμε μόνο το συγκεκριμένο ρηματικό τύπο. Δε χρησιμοποιούμε το *got*.

π.χ. *Have you got a screwdriver?* - **Yes, I have.** / **No, I haven't.**



- 6.3. Με τις λέξεις **breakfast, lunch, dinner, coffee, a bath, a shower, a wash, a rest, a sleep, a good(bad) time/flight/ trip, holidays, a talk, a fight, a swim, a walk, a try, a go, a look, difficulty, trouble, an accident, etc.** το ρήμα **have** δε συνοδεύεται από το **got** ούτε κλίνεται ως βοηθητικό.

7. POSSESSIVES

a. POSSESSIVE CASE

- 7.1. Σχηματίζεται

- ➔ με **'s** για ανθρώπους και ζώα - π.χ. *Peter's computer*
- ➔ με την πρόθεση **of** για πράγματα - π.χ. *the files of the computer*

7.3. Στο σχηματισμό

- ➔ στα κύρια ονόματα και ουσιαστικά του ενικού προσθέτουμε **'s**
π.χ. the student's book Susan's office
- ➔ όταν το κύριο όνομα λήγει σε **-s** προσθέτουμε **'s** ή μόνο την **απόστροφο** (')
π.χ. Doris's printer or Doris' printer
- ➔ τα ουσιαστικά του πληθυντικού που λήγουν σε **-s** παίρνουν μόνο απόστροφο.
π.χ. the students' books
- ➔ τα ανώμαλα ουσιαστικά του πληθυντικού παίρνουν **'s**
π.χ. the men's tools

7.4. Όταν το ίδιο πράγμα ανήκει σε δυο ή περισσότερους ανθρώπους προσθέτουμε **'s** μόνο στο τελευταίο ουσιαστικό π.χ. Peter and Tom's office

b. POSSESSIVE ADJECTIVES & POSSESSIVE PRONOUNS

POSSESSIVE ADJECTIVES	POSSESSIVE PRONOUNS
my (μου)	mine (δικός,ή,ό μου)
your (σου)	yours (δικός,ή,ό σου)
his (του)	his (δικός,ή,ό του)
her (της)	hers (δικός,ή,ό της)
its (του)	-
our (μας)	ours (δικός,ή,ό μας)
your (σας)	yours (δικός,ή,ό σας)
their (τους)	theirs (δικός,ή,ό τους)

- ➔ Τα κτητικά επίθετα μπαίνουν **πριν** το ουσιαστικό
π.χ. This is my computer.
- ➔ Οι κτητικές αντωνυμίες **δεν** ακολουθούνται από ουσιαστικά
π.χ. This computer is mine.

8. SOME / ANY

8.1. Χρησιμοποιούμε **some**(=μερικοί, -ές, -ά), **any** (=καθόλου) και **no** (=καθόλου) με μη μετρήσιμα ουσιαστικά και με τον πληθυντικό αριθμό των μετρήσιμων ουσιαστικών

π.χ. **some** screws, **some** iron etc.

- ➔ Το **some** χρησιμοποιείται μόνο σε καταφατικές προτάσεις
π.χ. He's got **some** nails / He's got **some** money.
- ➔ Το **any** χρησιμοποιείται σε ερωτηματικές και αρνητικές προτάσεις
π.χ. Have you got **any** screws? / I haven't got **any** money.
- ➔ Το **no** χρησιμοποιείται σε αρνητικές προτάσεις αντί για **not any** (έμφαση)
π.χ. I haven't got **any** money - I have got **no** money
- ➔ Χρησιμοποιούμε **some** σε ερωτήσεις όταν προσφέρουμε ή όταν ζητάμε κάτι
π.χ. Would you like **some** coffee? / Can I have **some** coffee?

	Affirmative	Questions	Negative
COUNTABLE	some	any	not any / no
UNCOUNTABLE	some	any	not any / no

- 8.2. Τα παράγωγα **somebody, something, somewhere, anybody, anything, anywhere, nobody, nothing, nowhere** χρησιμοποιούνται με τον ίδιο τρόπο όπως τα some, any no.
- 8.3. Όταν το any και τα παράγωγά του χρησιμοποιούνται σε καταφατικές προτάσεις, σημαίνουν όποιος, -α, ο / οποιοσδήποτε, οτιδήποτε κ.λ.π.

9. A LOT OF / MUCH / MANY

- 9.1. Το **a lot of** χρησιμοποιείται στις καταφατικές προτάσεις με μετρήσιμα πληθυντικού αριθμού και με μη μετρήσιμα. Όταν δεν ακολουθεί ουσιαστικό (συνήθως στις σύντομες απαντήσεις) το of παραλείπεται. π.χ. They have got **a lot of** tools. - There is **a lot of** water in the tank.
- 9.2. Τα **many** και **much** χρησιμοποιούνται στις ερωτηματικές και αρνητικές προτάσεις.
- Το **many** χρησιμοποιείται με μετρήσιμα ουσιαστικά πληθυντικού αριθμού π.χ.
π.χ. Have you got **many** tools?
- Το **much** χρησιμοποιείται με μη μετρήσιμα ουσιαστικά π.χ. We haven't got **much** time.

	Affirmative	Questions	Negative
COUNTABLE	a lot of	many	many
UNCOUNTABLE	a lot of	much	much

10. (A) FEW / (A) LITTLE

- 10.1. Οι λέξεις **a few / few** χρησιμοποιούνται με μετρήσιμα ουσιαστικά πληθυντικού αριθμού σ'όλους τους τύπους (καταφατικό, ερωτηματικό, αρνητικό).
π.χ. He has got **a few** tools
- 10.2. Οι λέξεις **a little / little** χρησιμοποιούνται με μη μετρήσιμα ουσιαστικά σ'όλους τους τύπους (καταφατικό, ερωτηματικό, αρνητικό).
π.χ. He has got **a little** money.



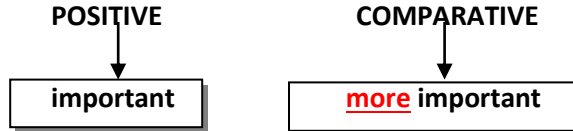
Η διαφορά ανάμεσα στο **a few / a little** και **few / little** είναι ότι τα **a few / a little** σημαίνουν "λίγοι, -ες, -α, αλλά αρκετοί, ές, -ά", ενώ τα **few / little** σημαίνουν "πολύ λίγοι, -ες, α, σχεδόν καθόλου".

11. COMPARISONS

- 11.1. Τα επίθετα περιγράφουν ή προσδιορίζουν ουσιαστικά και τα συναντούμε σε τρεις τύπους: θετικό (**positive**), συγκριτικό (**comparative**) και υπερθετικό (**superlative**).
- 11.2. Ο συγκριτικός (**COMPARATIVE**) χρησιμοποιείται όταν συγκρίνουμε δύο πρόσωπα ή πράγματα και σχηματίζεται με την κατάληξη **-er**.



11.3. Ο Συγκριτικός των **πολυσύλλαβων** επιθέτων & επιρρημάτων σχηματίζεται με τη λέξη **more**.



Ο δεύτερος όρος σύγκρισης εισάγεται με το **than**. π.χ. My computer is **older** **than** yours.

11.4. Ο Υπερθετικός Βαθμός (**SUPERLATIVE**) χρησιμοποιείται για να συγκρίνουμε ένα πρόσωπο ή πράγμα με περισσότερα από ένα πρόσωπα ή πράγματα που ανήκουν στην ίδια ομάδα και σχηματίζεται με την κατάληξη **-est**.

POSITIVE	COMPARATIVE	SUPERLATIVE
old	old-er	old-est

11.5. Ο Υπερθετικός των **πολυσύλλαβων** επιθέτων & επιρρημάτων σχηματίζεται με το **most**.

POSITIVE	COMPARATIVE	SUPERLATIVE
important	more important	most important

Στον Υπερθετικό πριν το επίθετο υπάρχει πάντα το άρθρο **the** και συνήθως μια φράση που δηλώνει το σύνολο (*in his class, in the world, of the week, of all*).

π.χ. My computer is **the oldest in the factory**.

11.6. ΚΑΝΟΝΕΣ ΣΥΛΛΑΒΙΣΜΟΥ

- Όσα μονοσύλλαβα Επίθετα ή Επιρρήματα τελειώνουν σε -e, παίρνουν μόνο το **-r** στον Συγκριτικό Βαθμό και το **-st** στον Υπερθετικό.

π.χ. simple simpler simplest

- Όσα δισύλλαβα Επίθετα ή Επιρρήματα τελειώνουν σε -y το μετατρέπουν σε -i και μετά παίρνουν την κατάληξη **-er/-est**.

π.χ. early earl-ier earl-iest

- Όσα μονοσύλλαβα Επίθετα ή Επιρρήματα τελειώνουν σε ένα σύμφωνο μπροστά από το οποίο υπάρχει **ένα μόνον φωνήεν** που τονίζεται, **διπλασιάζουν** το τελικό σύμφωνο πριν την κατάληξη **-er/-est**

π.χ. big bigger biggest

- Μερικά δισύλλαβα Επίθετα ή Επιρρήματα όπως clever, stupid, narrow, gentle, friendly, κ.λ.π., σχηματίζουν τον Συγκριτικό και Υπερθετικό Βαθμό είτε με -er/-est, είτε με τις λέξεις more/most.

π.χ. clever cleverer cleverest
 clever more clever most clever

IRREGULAR COMPARATIVE & SUPERLATIVE

POSITIVE	COMPARATIVE	SUPERLATIVE
good / well	better	best
bad / badly	worse	worst
a lot of / much / many	more	most
little	less	least
far	farther / further	farthest / furthest

11.7. Στις συγκρίσεις ισότητας δε χρησιμοποιούμε Συγκριτικό βαθμό στα επίθετα, αλλά **θετικό** και **as ... as / not as (so) ... as**.

π.χ. He's **as** tall **as** his brother.
 He's not **as (so)** tall **as** his friend.

12. ADVERBS

12.1. Τα τροπικά επιρρήματα σχηματίζονται προσθέτοντας την κατάληξη **-ly** στα επίθετα.

π.χ. **safe** - **safe-ly**

12.2. Τα επίθετα που τελειώνουν σε σύμφωνο + γ σχηματίζουν το επίρρημα με την κατάληξη **-ily** (αφού αφαιρέσουν το -γ).

π.χ. **heavy** - **heav-ily**

12.3. Τα επίθετα που τελειώνουν σε -le αφαιρούν το -e και παίρνουν μόνο -y

π.χ. **gentle** - **gentl-y**

12.4. Μερικά επιρρήματα σχηματίζονται όπως τα επίθετα από τα οποία προέρχονται:



fast	-	fast	
hard (=σκληρός)	-	hard (σκληρά)	[hardly = σχεδόν καθόλου]
early	-	early	
late (αργοπορημένος)	-	late (αργά)	[lately = πρόσφατα]
straight	-	straight	
near (κοντινός)	-	near (κοντά)	[nearly = σχεδόν]



Το επίρρημα του **good** είναι **well**.

13. MODALS (can, must, have to)

13. 1. Τα ρήματα **can, must, have to**:

- δε σχηματίζουν όλους τους χρόνους - δεν έχουν Continuous χρόνους
 π.χ. I **must** find a new job now.
- δεν παίρνουν κατάληξη -s στο γ' ενικό του S. Present
 π.χ. He **must** measure the finished goods.
- τα **must** και **can** σχηματίζουν τον ερωτηματικό και αρνητικό τύπο χωρίς βοηθητικό
 π.χ. **Can you** operate a computer?/ We **cannot** increase temperature.

- ακολουθούνται από γυμνό απαρέμφατο (bare infinitive), δηλ. χωρίς **to**.
π.χ. They **can** ~~to~~ design machine tools.

a. CAN

AFFIRMATIVE	QUESTION	NEGATIVE
I can	can I?	I cannot (can't)
you can	can you?	you cannot (can't)
he / she/ it can	can he / she / it?	he / she / it cannot (can't)
we can	can we?	we cannot (can't)
you can	can you?	you cannot (can't)
they can	can they?	they cannot (can't)

13.2. Το **can** χρησιμοποιείται για να εκφράσει:

- ικανότητα στο παρόν (ability) - π.χ. I **can** speak four languages.
- παράκληση ή άδεια - π.χ. **Can you** repair the machine, please?
- (στην άρνηση) αρνητικό συμπέρασμα - π.χ. He is ill. He **can't** be at work.

b. MUST

AFFIRMATIVE	QUESTION	NEGATIVE
I must	must I?	I must not (mustn't)
you must	must you?	you must not (mustn't)
he/she/it must	must he/she/it	he/she/it must not (mustn't)
we must	must we?	we must not (mustn't)
you must	must you?	you must not (mustn't)
they must	must they?	they must not (mustn't)

c. HAVE TO

AFFIRMATIVE	QUESTION	NEGATIVE
I have to	do I have to?	I don't have to
you have to	do you have to?	you don't have to
he/she/it has to	does he/she/it have to?	he/she/it doesn't have to
we have to	do we have to?	we don't have to
you have to	do you have to?	you don't have to
they have to	do they have to?	they don't have to

13.3. Το **must** και το **have to** εκφράζουν υποχρέωση (obligation) και αναγκαιότητα (necessity).

Σημαίνουν και τα δύο πρέπει, αλλά διαφέρουν στη χρήση: το must δηλώνει υποχρέωση που επιβάλλεται από το ίδιο το άτομο και το have to υποχρέωση που επιβάλλεται από εξωτερικούς παράγοντες. Το must δηλώνει επίσης και θετικό συμπέρασμα.

π.χ. I think I **must** go back home.

The computer is broken. I **have to** repair it.

13.4. Το must έχει μόνο S. Present. Τους υπόλοιπους χρόνους τους δανείζεται από το have to.

π.χ. I'll **have to** work late tomorrow.

13.5. Το **mustn't** εκφράζει απαγόρευση π.χ. You **mustn't** smoke in the lab.

Το don't / doesn't have to εκφράζει έλλειψη αναγκαιότητας

π.χ. The computer is O.K. You **don't have to** repair it.

14. TENSES

A. SIMPLE PRESENT

14.1. Σχηματίζεται με το υποκείμενο (προσωπική αντωνυμία ή ουσιαστικό) και το ρήμα,

π.χ. **we work**

Το γ' ενικό πρόσωπο της κατάφασης σχηματίζεται προσθέτοντας την κατάληξη **-s**

π.χ. he works

ΑΛΛΑ



- τα ρήματα που λήγουν σε **-s, -ss, -sh, -ch, -x, -o** έχουν κατάληξη **-es**
π.χ. he finishes, he fixes
- τα ρήματα που λήγουν σε **σύμφωνο + γ** παίρνουν κατάληξη **-ies**, αφού αποβάλουν το -γ π.χ. try - he tries

AFFIRMATIVE	QUESTIONS	NEGATIVE
I work	do I work?	I do not (don't) work
you work	do you work?	you do not (don't) work
he/she/it work <u>s</u>	does he/she/it work?	he/she/it does not (doesn't) work
we work	do we work?	we do not (don't) work
you work	do you work?	you do not (don't) work
they work	do they work?	they do not (don't) work

14.2. Ο Simple Present χρησιμοποιείται για να περιγράψει

- ❶ μόνιμες καταστάσεις ή καταστάσεις ρουτίνας (συνήθως με τα επιρρήματα συχνότητας always, never, sometimes, usually, etc) π.χ. I always measure temperature.

② γενικές αλήθειες ή φυσικά φαινόμενα π.χ. Water **boils** at 100 ° C.

14.3. Ο Simple Present συνήθως χρησιμοποιείται με τα επιρρήματα **συχνότητας**, που μπαίνουν **μπροστά** από τα κύρια ρήματα, αλλά **μετά** τα βοηθητικά και το ρήμα *to be* .

π.χ. I **never** work after 6 p.m. I am **never** late for work.

always
never
usually
often
sometimes
rarely / seldom



και με τις **χρονικές εκφράσεις**

every day/ week/ month / year etc. ,
in the evening / morning etc,
at night / at the weekend

B. PRESENT CONTINUOUS

AFFIRMATIVE	QUESTION	NEGATIVE
I am (I'm) working	am I working?	I am not (I\m not) working
you are (you're) working	are you working?	you are not (you aren't) working
he/she/it is (he's/she's/it's) working	is he /she/ it working?	he / she / it is not (isn't) working
we are (we're) working	are we working?	we are not (we aren't) working
you are (you're) working	are you working?	you are not (you aren't) working
they are (they're) working	are they working?	they are not (they aren't) working

- Τα ρήματα που λήγουν σε **-e**, αφαιρούν το -e και μετά παίρνουν την κατάληξη **-ing**.
π.χ. make → **making**
- Τα μονοσύλλαβα ρήματα που λήγουν σε φωνήεν + σύμφωνο, **διπλασιάζουν** το τελικό σύμφωνο πριν πάρουν την κατάληξη -ing.
π.χ. plan → **planning**
- Όσα ρήματα τελειώνουν σε **-l** [BrE] το διπλασιάζουν πριν την κατάληξη -ing.
π.χ. control → **controlling**

- Τα ρήματα που λήγουν σε **-ie**, αποβάλλουν το -ie και παίρνουν **-y + ing**.
π.χ. lie → **lying**

14.4. Ο **Present Continuous** χρησιμοποιείται για να περιγράψει πράξεις

- που βρίσκονται σε εξέλιξη
π.χ. They **are measuring** temperature now.
- που γίνονται στο πολύ κοντινό παρόν
π.χ. I **am studying** for my exams this week.
- που έχει προγραμματιστεί να γίνουν στο άμεσο μέλλον
π.χ. He **is starting** a new business in February.
- με το *always* για να εκφράσουμε ενόχληση, έκπληξη ή κριτική.
π.χ. You'**re always making** noise!

14.4. Χρησιμοποιείται συνήθως με τις χρονικές εκφράσεις

now	at the moment	tonight	still
these days	at present	Look!	Listen!



Ορισμένα ρήματα **δεν** χρησιμοποιούνται σε Continuous χρόνους. Αυτά είναι:

- τα ρήματα **αισθήσεως**, (see, hear, smell, taste, feel)
- τα ρήματα **αντίληψης**, (know, remember, forget, understand, think, seem, sound, realize)
- τα ρήματα **αρέσκειας / δυσαρέσκειας**, π.χ. like, dislike, love, hate, enjoy
- άλλα, όπως want, belong, appear, mean, own, believe, need, include, consist

C. SIMPLE FUTURE

AFFIRMATIVE	QUESTION	NEGATIVE
I will (I'll) work	will I work?	I will not (won't) work
you will (you'll) work	will you work?	you will not (won't) work
he/she/it will ('ll) work	will he/she/it work?	he/she/it will not (won't) work
we will (we'll) work	will we work?	we will not (won't) work
you will (you'll) work	will you work?	you will not (won't) work
they will (they'll) work	will they work?	they will not (won't) work

Ο συγκεκριμένος τύπος του **will not** είναι **won't**.

14.5. Ο **Simple Future** χρησιμοποιείται για

- προβλέψεις ή πράξεις που είναι πιθανό να συμβούν στο μέλλον
π.χ. In the future all industries **will use** robots.
- αποφάσεις που παίρνουμε τη στιγμή που μιλάμε
π.χ. I **will need** a new scanner.

- μετά τα ρήματα **think, believe, hope, probably, perhaps**, etc. και τις εκφράσεις **I'm sure, I'm afraid** etc. π.χ. I **hope** I **will find** a new job.

14.6. Χρησιμοποιούμε

- **will you?** Όταν ζητάμε να κάνει κάποιος κάτι για μας
π.χ. Will you measure the workpiece for me?
- **shall I?** Όταν προσφερόμαστε να κάνουμε κάτι για κάποιον
π.χ. Shall I measure temperature for you?
- **shall we?** Όταν προτείνουμε κάτι
π.χ. Shall we go to the pub after work?

14.7. Δεν χρησιμοποιούμε Simple Future στις χρονικές προτάσεις. Αντί για Simple Future χρησιμοποιούμε Simple Present.

π.χ. I will find a job when I **finish** my course.

D. GOING TO FUTURE

AFFIRMATIVE	QUESTION	NEGATIVE
I am (I'm) going to work	am I going to work?	I am not going to work
you are (you're) going to work	are you going to work?	you are not going to work
he/ she/ it is going to work	is he/she/it going to work?	he /she/it is not going to work
we are (we're) going to work	are we going to work?	we are not going to work
you are (you're) going to work	are you going to work?	you are not going to work
they are (they're) going to work	are they going to work?	they are not going to work

14.8. Ο **Going to Future** χρησιμοποιείται για

- πράξεις που έχουμε προγραμματίσει ή σκοπεύουμε να κάνουμε στο κοντινό μέλλον
π.χ. I **am going to fix** the assembly machine.

- γεγονότα για τα οποία υπάρχουν ενδείξεις ότι θα συμβούν στο κοντινό μέλλον
π.χ. The temperature is high. The machine **is going to break down**.

14.9. Ο S. Future και ο Going to Future συνήθως χρησιμοποιούνται με τις χρονικές εκφράσεις

tomorrow next week / month / year etc. in a week / month etc.

E. SIMPLE PAST

15.0. Τα ρήματα στον **Simple Past** χωρίζονται σε **ομαλά** (Regular) και **ανώμαλα** (Irregular).

- Τα ομαλά ρήματα σχηματίζουν τον **Simple Past** σ'όλα τα πρόσωπα με την κατάληξη **-ed**.
π.χ. I work**ed**
- Τα ανώμαλα ρήματα έχουν εντελώς δικούς τους τύπους. π.χ. I **met** (meet) the manager
- Η ερώτηση και η άρνηση σχηματίζονται με το βοηθητικό **did**.
π.χ. **Did** you **measure** all parts? / **Did** they **meet** the manager?
We **didn't measure** all parts / They **didn't meet** the manager.

AFFIRMATIVE	QUESTIONS	NEGATIVE
I worked / met	did I work / meet?	I did not (didn't) work / meet
you worked / met	did you work / meet?	you did not (didn't) work / meet
he/she/it worked / met	did he/she/it work / meet?	he/she/it did not (didn't) work / meet
we worked / met	did we work / meet?	we did not (didn't) work / meet
you worked / met	did you work / meet?	you did not (didn't) work / meet
they worked / met	did they work / meet?	they did not (didn't) work / meet

- Τα ρήματα που λήγουν σε **-y** και έχουν *σύμφωνο* πριν απ' αυτό, μετατρέπουν το -y σε **-i** πριν την κατάληξη **-ed**. π.χ. try - tr**ied**
- Τα ρήματα που λήγουν σε *μονό σύμφωνο* και έχουν πριν απ' αυτό ένα *φωνήεν* που τονίζεται, όταν πάρουν την κατάληξη **-ed** διπλασιάζουν το τελικό σύμφωνο. π.χ. plan - pla**nned**
- Σε ρήματα με κατάληξη **-l** [BrE] το **-l** διπλασιάζεται πριν την κατάληξη. π.χ. control – contro**lled**

15.1. Ο **Simple Past** χρησιμοποιείται για να περιγράψει πράξεις

- που έγιναν στο παρελθόν σε **καθορισμένη χρονική στιγμή**. (Γι' αυτό συνήθως υπάρχει στην πρόταση χρονική έκφραση που αναφέρεται στο παρελθόν. Όταν δεν υπάρχει, εύκολα εννοείται). π.χ. David **stayed** at home **yesterday**.
- που έγιναν για ένα χρονικό διάστημα στο παρελθόν ή γινόταν τακτικά. π.χ. She **lived** there for 5 years before 1979.
- που έγιναν η μια μετά την άλλη. π.χ. Yesterday I **got** up at half past six. I **had** breakfast at seven o'clock.

15.2. Ο Simple Past συνήθως χρησιμοποιείται με τις χρονικές εκφράσεις

yesterday
ago
last month / year etc.
in 1987
then
when

Simple Past - to be

AFFIRMATIVE	QUESTION	NEGATIVE
I was	was I?	I was not (wasn't)
you were	were you?	you were not (weren't)
he/she/it was	was he/ she/it?	he /she/it was not (wasn't)
we were	were we?	we were not (weren't)
you were	were you?	you were not (weren't)
they were	were they?	they were not (weren't)

F. PAST CONTINUOUS

AFFIRMATIVE	QUESTIONS	NEGATIVE
I was working	was I working	I wasnot (wasn't) working
you were working	were you working	you were not (weren't) working
he/she/it was working	was he/she/it working	he/she/it was not working
we were working	were we working	we were not working
you were working	were you working	you were not working
they were working	were they working	they were not working

- Τα ρήματα που λήγουν σε **-e**, αφαιρούν το **-e** και μετά παίρνουν την κατάληξη **-ing**.
π.χ. make → making
- Τα μονοσύλλαβα ρήματα που λήγουν σε φωνήεν + σύμφωνο, διπλασιάζουν το τελικό σύμφωνο πριν την κατάληξη **-ing**.
π.χ. plan → pl**an**ning
- Όσα ρήματα τελειώνουν σε **-l**, στα [BrE] το διπλασιάζουν πριν την κατάληξη **-ing**.
π.χ. control → contro**l**ling
- Τα ρήματα που λήγουν σε **-ie**, αποβάλλουν το **-ie** και παίρνουν **-y + ing**.
π.χ. lie → l**y**ing

15.3. Ο **Past Continuous** χρησιμοποιείται για να περιγράψει

- πράξεις που γινόταν σε κάποια στιγμή στο παρελθόν και είχε **διάρκεια**.
π.χ. David **was playing** basketball with friends at 5 o'clock **yesterday**.
I **was coming** back home when I **had** an accident.

15.4. Συνήθως χρησιμοποιείται με τις ίδιες χρονικές εκφράσεις όπως ο Simple Past.

G. USED TO

- Χρησιμοποιείται για να περιγράψει συνήθειες ή πράξεις που **δεν ισχύουν στο παρόν**.
π.χ. He **used to** work late last year, but now he comes home early. (Συνήθιζε να ... / Παλιά ...)
- Η ερώτηση και η άρνηση σχηματίζονται με το **did / didn't**.
I **didn't use to get up** early when I was younger, but now I do.

H. PRESENT PERFECT

15.5. Σχηματίζεται με το βοηθητικό ρήμα **have / has** και τη **μετοχή** του ρήματος

π.χ. we **have worked** - we **have driven**

AFFIRMATIVE	QUESTIONS	NEGATIVE
I have worked / driven	have I worked / driven?	I have not worked / driven
you have worked/ driven	have you worked/ driven?	you have not worked/ driven
he/she/it has worked/ driven	has he/she/it worked/ driven?	he/she/it has not worked/ driven
we have worked/ driven	have we worked/ driven?	we have not worked/ driven
you have worked/ driven	have you worked/ driven?	you have not worked/ driven
they have worked/ driven	have they worked/ driven?	they have not worked/ driven

15.6. Ο **Present Perfect** χρησιμοποιείται για να περιγράψει **πράξεις**

- που ολοκληρώθηκαν στο παρελθόν και βλέπουμε τα αποτελέσματά τους στο παρόν
π.χ. I **have finished** my homework.
- που ολοκληρώθηκαν σε κάποια χρονική περίοδο, η οποία δεν έχει τελειώσει ακόμα
π.χ. He **has called** three times this morning
- που ολοκληρώθηκαν στο πρόσφατο παρελθόν(με τα χρονικά επιρρήματα recently, lately, just).
π.χ. They **have just come** back from work.
- οι οποίες έχουν ξεκινήσει στο παρελθόν και συνεχίζονται στο παρόν (με το since ή το for).
π.χ. They **have lived** in the same house since 2010 / for three years.
- Με υπερθετικό βαθμό (superlative) π.χ. It's the **best** film **I've ever seen**
- Με τη φράση "It's the first / second / third time..." π.χ. **It's the first time I've been** to Paris

15.7. Ο **Present Perfect** συνήθως χρησιμοποιείται με τα επιρρήματα

for (διάρκεια πράξης),
since (αφετηρία πράξης),
just, already,
recently, lately, yet, ever,
so far, how long

I. PRESENT PERFECT CONTINUOUS

AFFIRMATIVE	QUESTION	NEGATIVE
I have been working	have I been working?	I have not been working
you have been working	have you been working?	you have not been working
he/she/ it has been working	has he / she / it been working?	he / she / it has not been working
we have been working	have we been working?	we have not been working
you have been working	have you been working?	you have not been working
they have been working	have they been working?	they have not been working

15.8. Ο **Present Perfect Continuous** χρησιμοποιείται για να περιγράψει

- πράξεις έχουν ξεκινήσει κάποια στιγμή στο παρελθόν και συνεχίζονται στο παρόν (με το since ή το for).

π.χ. I **have been studying** English for 4 years / since 2009.



Όμως, με τα ρήματα που **δεν** χρησιμοποιούνται σε Continuous χρόνους χρησιμοποιούμε τον **S. Present Perfect**.

π.χ. I **have known** Steve for 5 years.

- μια πράξη που γινόταν στο παρελθόν, έχει μόλις τελειώσει και τα αποτελέσματά της είναι ορατά στο παρόν.

π.χ. He's tired; he **has been working** all day.

J. PAST PERFECT

15.9. Ο **Past Perfect** σχηματίζεται με το βοηθητικό ρήμα **had** και τη **μετοχή** του ρήματος
π.χ. we **had worked** - we **had driven**

AFFIRMATIVE	QUESTIONS	NEGATIVE
I had worked / driven	had I worked / driven?	I had not worked / driven
you had worked/ driven	had you worked/ driven?	you had not worked/ driven
he/she/it had worked/ driven	had he/she/it worked/ driven?	he/she/it had not worked/ driven
we had worked/ driven	had we worked/ driven?	we had not worked/ driven
you had worked/ driven	had you worked/ driven?	you had not worked/ driven
they had worked/ driven	had they worked/ driven?	they had not worked/ driven

16.0. Ο **Past Perfect** χρησιμοποιείται για να περιγράψει

- μια πράξη που έγινε και τελείωσε πριν από κάποια άλλη πράξη στο παρελθόν.
π.χ. He **had finished** work before he had dinner.

K. RELATIVE CLAUSES

Identifying relative clause-

Απαραίτητη για το ολοκληρωμένο νόημα μιας πρότασης - ποτέ ανάμεσα σε κόμματα.

Non-identifying relative clause- δίνει επιπλέον πληροφορίες οι οποίες δεν είναι απαραίτητες για το ολοκληρωμένο νόημα μιας πρότασης.

16.1. Οι Αναφορικές Προτάσεις (Relative Clauses) εισάγονται με τα **who, which, whose** και **that** και είτε προσδιορίζουν ένα ουσιαστικό που αναφέρθηκε πιο πριν, είτε συμπληρώνουν τις γνώσεις μας γι'αυτό.

π.χ. The man **who lives next door** is English.

Lathes, **which are conventional machine tools**, are used in automated plants.

Χρησιμοποιούμε το

- **who/that** → αναφορά σε ανθρώπους.
π.χ. They employed new engineers – **they** are very skillful.
→ They employed new engineers **who/that** are very skillful.
- **which/that** → αναφορά σε πράγματα ή ζώα.
π.χ. They installed new machine tools - **they** are electronic.
→ They installed new machine tools **which/that** are electronic
- **whose** → αναφορά σε κτήση.
π.χ. This the manufacturer – I like **his** products.
→ This the manufacturer **whose** products I like.
- **where** → αναφορά σε τόπο.
π.χ. A plant is a place **where** they produce goods.



16.2. Η αναφορική αντωνυμία παραλείπεται όταν αναφέρεται στο αντικείμενο της πρότασης. π.χ. The machine tools (**which/that**) they use are unconventional.



16.3. ΔΕΝ παραλείπεται

- Όταν αναφέρεται στο υποκείμενο της πρότασης.
π.χ. We need engineers **who / that** are trained.
- Όταν εισάγει αναφορική , παρενθετική πρόταση.
π.χ. My computer, **which** is an Olivetti, is old.
- Όταν η αναφορική αντωνυμία βρίσκεται μετά από πρόθεση. Σε περίπτωση παράλειψης της αντωνυμίας η πρόθεση πηγαίνει στο τέλος της πρότασης.
π.χ. This is the new schedule **about which** I am talking.
This is the new schedule I am talking about.

16.4. Το αναφορικό **that** μπορεί να αντικαταστήσει τα who/which, κυρίως όταν το αναφορικό βρεθεί μετά από επίθετο υπερθετικού βαθμού ή μετά από: **every, some, any, first, second, last, all, none, few, such, the only**.

π.χ. This is the best job (**that**) I have ever had.
He is the only man (**that**) can operate NC machines.

9. CONDITIONALS

16.5. Όλοι οι Υποθετικοί λόγοι αποτελούνται από μια δευτερεύουσα Υποθετική πρόταση (Conditional clause) και μια κύρια πρόταση που φανερώνει το αποτέλεσμα (πιθανό ή μη) της υπόθεσης. Σε αρνητικές προτάσεις, στη θέση του **if not** μπορεί να χρησιμοποιηθεί **unless**.

a. 1st CONDITIONAL

16.6. Το πρώτο είδος υποθετικού λόγου (1st Conditional) περιλαμβάνει 2 περιπτώσεις:

A. If + PRESENT ► PRESENT
(Υποθετική πρόταση) (κύρια πρόταση)

π.χ. If you **heat** ice, it **turns** to liquid.

- δηλώνει γενική αλήθεια ή υπόθεση που βασίζεται σε επιστημονικά δεδομένα - στη θέση του **If** μπορεί επίσης να χρησιμοποιηθεί **when**.

B.	If + PRESENT	►	WILL + INFINITIVE
			IMPERATIVE
			MAY/CAN ETC. + B. INFINITIVE
	(Υποθετική πρόταση)		(κύρια πρόταση)

π.χ. If you **study** hard, you **will pass** your exams.

If you fix the machine, **turn** on the mains.

If you **graduate**, you *may take* postgraduate course.

- δηλώνει πιθανότητα στο παρόν ή στο μέλλον.

b. 2nd CONDITIONAL

16.7. Το δεύτερο είδος υποθετικού λόγου (2nd Conditional) σχηματίζεται :

If + Past

► **WOULD + INFINITIVE**

(Υποθετική πρόταση)

(κύρια πρόταση)

π.χ. If you studied hard, you would pass your exams.

- δηλώνει φανταστική κατάσταση ή κάτι απίθανο να συμβεί στο παρόν ή στο μέλλον.



Χρησιμοποιούμε were αντί για was στο πρώτο και τρίτο πρόσωπο (formal English).

π.χ. If I were you, I would not miss lab sessions.

III. 3rd CONDITIONAL

16.8. Το τρίτο είδος υποθετικού λόγου (3rd Conditional) σχηματίζεται :

If + PAST PERFECT



WOULD HAVE + P.PARTICIPLE

(Υποθετική πρόταση)

(κύρια πρόταση)

π.χ. If you had studied hard, you would have passed your exams.

- εκφράζει το παρελθόν και δηλώνει απραγματοποίητες καταστάσεις.

10. GERUNDS & INFINITIVES

a. GERUND

16.9. Σχηματίζεται με την προσθήκη της κατάληξης -ing στο ρήμα, και χρησιμοποιείται:

- ως ουσιαστικό:
π.χ. Eating too much is wrong.
- μετά από προθέσεις:
π.χ. Can you sneeze without opening your mouth?
She is good at painting
- Μετά από συγκεκριμένα ρήματα (like, hate, admit, imagine etc.)
π.χ. I always like studying at night.

ΡΗΜΑΤΑ ΠΟΥ ΑΚΟΛΟΥΘΟΥΝΤΑΙ ΑΠΟ GERUND

acknowledge,* admit,* anticipate,* appreciate,* avoid, celebrate, consider, contemplate, defer, delay, deny,* detest, dislike, dread, enjoy, entail, escape, excuse, fancy (=imagine)*, finish, forgive, imagine,* involve,	keep, loathe, mean,(=have as result)* mention,* mind, miss, pardon, postpone, prevent, propose,* recall,* recollect,* remember, report,* resent, resist, risk, save (=prevent the wasted effort) stop, suggest,* understand,*
---	---

* τα ρήματα αυτά έχουν και άλλη σύνταξη (με διαφορετική ή όχι σημασία).

b. INFINITIVE

17.0. Σχηματίζεται με το **'to' + ρήμα** (*to-infinitive*) ή χωρίς *to* (*base or zero infinitive*).

Χρησιμοποιείται:

- μετά από συγκεκριμένα ρήματα (**want, wish, agree, fail, mean, decide, learn** etc.)
π.χ. Alison decided **to marry** Steven.
- μετά τα **to be to, to have to, and ought to**
π.χ. You will have **to ask** her
- μετά από **'it is + adjective + to-infinitive'**
π.χ. It is hard **to change** jobs after twenty years

(χωρίς **'to'**)

- μετά από τα βοηθητικά **can, must, may, should**
π.χ. We must **study** harder next year.
- μετά τα **would rather** και **had better**
π.χ. He would rather **work** in a school.
- μετά τα ρήματα **let & make**.
π.χ. They let us **visit** the design department.

ΡΗΜΑΤΑ ΠΟΥ ΑΚΟΛΟΥΘΟΥΝΤΑΙ ΑΠΟ - to INFINITIVE

afford	fail	promise
agree	guarantee	propose
aim	happen	prove (= turn out)
appear	hasten	refuse
arrange	have (= be obliged)	resolve
bother	hesitate	seek
care	hope	seem

claim	learn	strive
condescend	long	swear
consent	manage	tend
decide	offer	threaten
demand	prepare	trouble
determine	pretend	undertake
endeavour	proceed	volunteer
		vow

17.1. Τα ρήματα ***hate, love, like, prefer*** συνήθως ακολουθούνται από γερούνδιο όταν εκφράζουν γενική αρέσκεια ή προτίμηση, ενώ ακολουθούνται από to-infinitive όταν αναφέρονται σε αρέσκεια ή προτίμηση σε συγκεκριμένο χρόνο. Με τις εκφράσεις '***would love to***', '***would hate to***', etc. χρησιμοποιείται *to-infinitive*.

π.χ. I hate ***to tell*** you, but he is not coming this weekend.
I hate ***working*** till late!

2. Forget, regret and remember:

Όταν ακολουθούνται από **gerund**, αναφέρεται σε πράξη που συνέβηκε νωρίτερα:

π.χ. I remember **locking** the door (= I remember now, I locked the door earlier)
He regretted **speaking** so rudely. (= he regretted at some time in the past)

Όταν ακολουθούνται από **to-infinitive**, αναφέρεται σε πράξη που συμβαίνει την ίδια στιγμή ή αργότερα:

π.χ. I remembered **to lock** the door (= I thought about it, then I did it.)
Don't forget **to buy** some milk! (= Please think about it and then do it.)
We regret **to announce** the late arrival of the 12.45 from Paddington. (= We feel sorry before we tell you this bad news.)

3. Go on:

Go on + gerund σημαίνει συνεχίζω την ίδια πράξη:

π.χ. He went on **speaking** for two hours.

Go on + to-infinitive σημαίνει ότι κάνω την επόμενη πράξη, συνεχίζω το επόμενο στάδιο:

π.χ. After introducing her proposal, she went on **to explain** the benefits for the company.

4. Mean:

Mean + gerund εκφράζει το αποτέλεσμα μιας πράξης:

π.χ. If you take that job in London it will mean **travelling** for two hours every day.

Mean + to-infinitive εκφράζει πρόθεση ή σχέδιο:

π.χ. I mean **to finish** this job by the end of the week!

4. Stop:

Stop + gerund σημαίνει ότι τελειώνω την ίδια την πράξη:

π.χ. I stopped **working** for them because the wages were so low.

Stop + to-infinitive σημαίνει διακόπτω μια πράξη για να κάνω κάτι άλλο:

π.χ. I stopped **to have** lunch. (= I was working, or travelling, and I interrupted what I was doing in order to eat.)

5. Try:

Try + gerund σημαίνει δοκιμάζω να κάνω κάτι που πιθανόν να είναι μια λύση σε κάποιο πρόβλημα. π.χ. I can't get in touch with Carl.' 'Have you tried **e-mailing** him?'

Try + to-infinitive σημαίνει κάνω προσπάθεια να πετύχω ίσως κάτι δύσκολο ή απίθανο.

π.χ. We'll try **to phone** at 6 o'clock, but it might be hard to meet you tonight.

11. QUESTION TAGS

17.2. Είναι σύντομες ερωτηματικές φράσεις στο τέλος μιας πρότασης – στα Ελληνικά αντιστοιχούν στην έκφραση **έτσι δεν είναι;**

- σχηματίζονται με το **βοηθητικό** ρήμα και την **αντωνυμία**
π.χ. They are studying for exams, **aren't they?**
He drives too fast, **doesn't he?**
- στις καταφατικές προτάσεις, το question tag είναι **αρνητικο-ερωτηματικό**
π.χ. We have met before, **haven't we?**
- στις αρνητικές προτάσεις το question tag είναι απλά **ερωτηματικό**
π.χ. We haven't met before, **have we?**



I'm late, **aren't I?**
Open the window, **will you?**
Let's meet tomorrow, **shall we?**

12. PREPOSITIONS

a. Time

b. Place (Position and Direction)

• on	• on Monday	• in	• in the kitchen, in London • in the book • in the car, in a taxi • in the picture, in the world
• in	• in August / in winter • in the morning • in 2006 • in an hour	• at	• at the door, at the station • at the table • at a concert, at the party • at the cinema, at school, at work
• at	• at night • at the weekend • at half past nine	• on	• the picture on the wall • London lies on the Thames. • on the table • on the left • on the first floor • on the bus, on a plane • on TV, on the radio
• since	• since 1980	• by, next to, beside	• Jane is standing by / next to / beside the car.
• for	• for 2 years	• under	• the bag is under the table
• ago	• 2 years ago	• below	• the fish are below the surface
• before	• before 2004	• over	• put a jacket over your shirt • over 16 years of age • walk over the bridge • climb over the wall

• to	• ten to six (5:50)	• above	• a path above the lake
• past	• ten past six (6:10)	• across	• walk across the bridge • swim across the lake
• to / till / until	• from Monday to/till Friday	• through	• drive through the tunnel
• till / until	• He is on holiday until Friday.	• to	• go to the cinema • go to London / Ireland • go to bed
• by	• I will be back by 6 o'clock. • By 11 o'clock, I had read 5 pages.	• into	• go into the kitchen / the house
		• towards	• go 5 steps towards the house
		• from	• a flower from the garden

c. Other Prepositions

• from	• a present from Jane
• of	• a page of the book • the picture of a palace
• by	• a book by Mark Twain
• on	• on foot, on horseback • get on the bus
• in	• get in the car
• off	• get off the train
• out of	• get out of the taxi
• by	• prices have risen by 10 percent • by car, by bus
• at	• she learned Russian at 45
• about	• we were talking about you

<http://learnenglish.britishcouncil.org/en/grammar-reference/verbs-prepositions>

GRAMMAR PRACTICE

1. ARTICLES

1.1. Fill in the sentences with **a** or **an**.

- | | |
|-------------------|-------------------------|
| 1. astronaut | 8.ammeter |
| 2. engineer | 9.shape |
| 3.problem | 10.hour |
| 4.helicopter | 11.unit |
| 5.uniform | 12.tool |
| 6.hobby | 13.air conditioner |
| 7.student | 14.electric drill |

1.2. Write **the** where necessary.

- | | |
|----------------|------------------------|
| 1.Amazon | 8.Turks |
| 2.Olympus | 9.earth |
| 3.violin | 10.Greeks |
| 4.evening | 11.Pindus |
| 5.tennis | 12.United States |
| 6.Pacific | 13.France |
| 7.lunch | 14.European Union |

1.3. Fill in **a**, **an** or **the** where necessary.

1.Parthenon is in..... Athens.
2. Mr. Roberts isengineer.
3.basketball is a game.
4.drills are machines.
5.students are in the library.
6.tool in the picture isscrewdriver.
7. Where arestudents?
8. Mr. Baker ischemist. He is inlab now.
9.Liverpool is inEngland.
10. This ismodern plant.plant is nearManchester.

2. PLURAL

2.1. Write the nouns below in Plural.

SINGULAR	PLURAL
body	
oil	
metal	
plant	
kilo	
switch	
robot	
library	
box	
aircraft	
brush	
torch	
wife	
child	
leaf	
boy	
woman	
radio	
printer	
money	
foot	
laboratory	
analysis	
criterion	
city	
crisis	
bacterium	

3. PERSONAL PRONOUNS

3.1. Replace with *he, she, it, we, you* or *they*.

- | | | | | | |
|----|------------|-------|-----|-----------------|-------|
| 1. | a computer | | 6. | Anna | |
| 2. | David | | 7. | Mr. Adams and I | |
| 3. | the earth | | 8. | the Rowlands | |
| 4. | life | | 9. | Sam and you | |
| 5. | problems | | 10. | money | |

3.2. Choose the correct answer.

1. Look at **them / they.**
2. **She / Her** is in the café.
3. Where are **they / them?**
4. **I / Me** have got a new job.
5. Come with**us / we.**
6. **They / them** are technicians.
7. **He / Him** is in the office.
8. **Us / We** have got new tools.
9. This is a picture of **I / me**
10. Listen to **she / her**

4. THE VERB to be

4.1. Fill in the sentences with the correct form of the verb 'to be'

- | | |
|------------------------------------|--|
| 1.a modern system. | 11.switches. |
| 2.voltmeters? | 12.a TEI student? |
| 3.a good engineer. | 13. I and you from Spain.Spanish. |
| 4.an electric drill. | 14.in the lab? -No, I'm not. |
| 5.a barwoman. | |
| 6. you the new student? | |
| 7. Leila and Nancy students. | |
| 8. My sister and I students. | |
| 9. The girls tired. | |
| 10. These women beautiful. | |

5. THE VERB have got

5.1. Choose the correct form of the verb "have got"

1. He(have got / has got) a problem.
2. Drills(have got / has got) bits.
3. This computer(have got / has not got) a hard disk.
4. I(have got / have) breakfast at 8.30 a.m.
5.(Have you got / has you got) an ipad?

6. Modern mobile phones(have got / has got) wide screens .
7.(Has they got / Have they got) a Bachelor's degree?- No, they (have not / haven't).
8. He(has / has got) a shower in the morning.
9. We(have got / have) a sleep in the afternoon.
10. They(have / have got) a nice time on holidays.

6. POSSESSIVES

6.1. Choose the correct answer.

1.is old.
 A. Richard's computer B. The computer of Richard's C. Richards' computer
2. He has got a job in the section of the library.
 A. children's B. childrens' C. children'
3. Where is new flat?
 A. Peter's and Amanda's B. Peter and Amanda's C. Peter's and Amanda
4. Thefavourite subject is Physics.
 A. student B. students C. students'
5. Thosetools are old but expensive.
 A. mens' B. men's C. mans'

6.2. Underline the correct answer.

1. Where is **our / ours** office?
2. Whose is this computer? It's **my / mine**.
3. That printer is **hers / her**.
4. These aren't **their / theirs** tools.
5. Whose is this e-mail address? - It's **her / hers**.
6. **Your / Yours** name is not Greek.

7. A LOT OF / MUCH / MANY / A FEW / A LITTLE / SOME / ANY

7.1. Choose the correct answer.

1. There'ssmoke in the room.
 A. many B. a few C. a lot of
2. How students are there in the lecture room?
 A. many B. much C. few
3. There arepeople in the lab. The lab is empty.

- A. any B. some C. no**
4. Havecoffee!
- A. some B. no C. any**
5. There is onlytime for the exams.
- A. a few B. a little C. any**
6. Is therewater in the boiler?
- A. any B. many C. some**
7. There are notskillful engineers in this plant.
- A. a lot of B. many C. much**
8. Is there any oil in the tank? - Yes, but not
- A. many B. any C. much**
9. We have gotextra work for the weekend.
- A. no B. many C. a few**
10. He's away fordays.
- A. a little B. a few C. much**

7.2. Fill in *much* and *many*.

1. Jane hasn't gottime.
2. Do you knowwords in English?
3. We haven't gotmeat.
4. There isn'tbutter in the fridge.
5. Howeggs are there for an omelet?
6. Samantha has got asmoney as Bruce.
7. Howlessons do you have on Mondays?
8. There is toonoise in the streets.
9. I cannot seestars in the sky tonight.
10. Have you gotfriends in this place?

7.3. Fill in *some* and *any*.

1. We needhelp.
2. You can't buyposters in this shop.
3. We haven't gotvegetables for dinner.
4. He has got new tools.

5. She always takessugar with her coffee.
6. There are nice postcards in this souvenir shop.
7. There aren'tfolders in the hard disc.
8. I have gota new student ID card.
9. There arewine glasses on the table.
10. She hasn't got drawing pencils.

8. COMPARISONS

8.1. Fill in the Comparative and Superlative form of the adjectives below.

	COMPARATIVE	SUPERLATIVE
short		
high		
flexible		
large		
thin		
many		
low		
little		
expensive		
big		
early		
good		
bad		
difficult		
easy		
important		

8.2. Fill in the Comparative or Superlative for the adjectives in brackets

1. I think that European films are than American ones.
2. Cities are than villages.
3. Florence is the city in Italy.

GOOD

BUSY

BEAUTIFUL

4. I have got experience than my colleagues.
5. That is the museum in the country.
6. Emma is than the others in this office.
7. Spain is than France.
8. Today is the day in my life.
9. Your coffee is than mine.
10. Alan is the boy in his class.

LITTLE
INTERESTING
FRIENDLY
HOT
BAD
MUCH
POPULAR

8.3. Write the correct form of the adjectives in brackets.

1. The Robinsons are the(rich) family in the village.
2. Cats are not so(friendly) as dogs.
3. Steve is the(clever) of my friends.
4. Who's the(good) student this semester?
5. I've got as(much) work as him.

8.4. Write the **adverbs deriving from the adjectives below.**

ADJECTIVE	ADVERB
strong	
possible	
successful	
good	
fast	
heavy	
serious	
careful	
necessary	
hard	
satisfactory	
early	
comfortable	

8.5. Choose the correct answer.

1. She's a very (**careful / carefully**) driver.
2. She drives very (**careful / carefully**).

3. Try **(hard / hardly)** and you'll do **(good / well)** in the exams.
4. He's a **(quiet / quietly)** little boy.
5. Alan sings **(beautiful / beautifully)**.
6. Dogs are **(cleverly / clever)** animals.
7. Don't run so **(fastly / fast)**.
8. This is an **(easy / easily)** question.

8.6. Write either the adjective or the adverb for the word in brackets.

1. He is aboy. (clever)
2. He is tired because he has worked..... . (hard)
3. She is agirl. (quiet)
4. She went to bed..... . (quiet)
5. He is not a good student but he writes..... . (good)
6. You should speak more..... . (soft)
7. The children behaved..... . (bad)
8. They lived together..... . (happy)
9. She looks..... . (pretty)
10. I don't know where they live. (exact)

9. TENSES

9.1. SIMPLE PRESENT

1. Write the 3rd person singular for the verbs.

read	
design	
plan	
study	
finish	
make	
control	
do	
fix	
use	
produce	

switch	
measure	
press	
supply	

2. Write the correct form of the verbs in brackets.

- Modern industries(use) robots.
- He(measure) pressure every two hours.
-(they / use) CNC machines in production?
- TEI students(take) exams in January and June.
-(he / study) industrial design?
- This plant(not / produce) all car parts; it (produce) only valves.
- The people in this company(work) from 9.00 a.m. to 15.00pm.
-(you / study) CAD this semester?
- (they / use) web applications at work?
- What(CAD / mean)?

3. Do or Does?

-they use new CAD software?
- Henot study Computer Science.
-a computer help people at work?
-you work in a power plant?
- Theynot use electronic tools.
- CADnot mean Computer Aided Planning.

4. Give short answers for the questions

- Does he work all day? Yes,
- Do you use a computer at work? Yes,
- Does Steve come back home early? No,
- Do they use new tools? No,
- Does he work as a designer? Yes,

5. Choose the correct answer.

- Global temperature every year.

A. increases

B. increase

C. doesn't increase

2. CNC machines in the plant?
 A. Does they use B. Do they uses C. Do they use
3. The use of computers production.
 A. improve B. improves C. don't improve
4. What at work?
 A. do you usually do B. do you do usually C. usually do you do
5. What?
 A. does CAM mean B. do CAM mean C. does CAM means
6. He Engineering.
 A. studies B. studys C. study
7. The engineers in this plant production with computers.
 A. control B. controls C. do control
8. What time work?
 A. does you usually finish B. do you finish usually C. do you usually finish

9.2. PRESENT CONTINUOUS

1. Add -ing to the following verbs.

design	
plan	
study	
improve	
control	
try	
transport	
do	
plot	
use	
produce	
read	
stop	

2. Write the correct form of Present Continuous for the verbs in brackets.

1. The students are in the machine shop and they (use) the machine tools carefully.
2. I(measure) size now.
3. The printer..... (not / work) at the moment .
4. Look! Who (switch) on the power?


5.(you / study) for your exams this week?
6. Where is the engineer? - He (drill) a piece of metal in the machine shop.
7. These days we are very busy. We (design) a new product.
8. The students (not / cut) the workpiece; they (measure) it.
9. This week the computer network (not / work).


3. Write short answers for the questions below.

1. Are you designing a new product? No,
2. Is the engineer drilling wood? No,
3. Are they fixing the new machinery? Yes,
4. Is he studying Maths? No,
5. Is he using a tablet? Yes,.....

SIMPLE PRESENT or PRESENT CONTINUOUS?

4. Write the correct form for the verbs in the two paragraphs below.

 Tim Cummins (work) as a designer in a big manufacturing company. He always (get up) at 7.30 in the morning and (start) work at 8.00. At work he(make) drafts and(design) machinery parts. He (finish) work at 4.30 in the afternoon and usually (have) lunch in a fast food restaurant.

 This morning Tim is ill and he (not / work). He (lie) in bed and (read) a newspaper. He (also / have) breakfast and he (make) plans for a new job.

5. Underline the correct time expression in the sentences below.

1. Jack is not here. He is driving to work **(right now / every day)**.
2. Do you **(always / at the moment)** start work at 7.30 a.m.?
3. I'm making drafts for the new machinery parts **(usually / this week)**.
4. Where is the manager? I think he's not working in his office **(this morning / every morning)**.
5. **(Look! / Every day)** the students are studying in the library.

6. Write the verbs in brackets in S. Present or Present Continuous

1. This plant usually (**produce**) 3,000 bottles a week.
2. Where is the engineer now? - He (**check**) designs.
3. I usually (**not / work**) after 4 o'clock in the afternoon, but this week I (**work**) until 6.00.
4. Who (**operate**) the CNC machine these days? - I (**think**) Steve Bradford.
5. you (**know**) the new people at work?
6. you (**study**) for exams this month?

7. Fill in the letter below writing the verbs either in S.Present or Present Continuous.

Dear Steve,

How are you and Shirley? I (**hope**) you are O.K. I (write) to give you some news about my new job. I (**make**) software for a big company in Glasgow.

I usually (**drive**) my car to work because the company is twenty km away from Glasgow. We (**start**) work at 8.00. We often (**finish**) at 3.30, but sometimes we (**stop**) at 6.00. We (**not / work**) on Saturdays and we (**have**) a day off every two weeks.

I (**work**) very hard this week. We (**make**) new software for a manufacturing company in Manchester and we (**stay**) at work until 10.00 in the evening, so I (**have**) lunch in the office and I (**not / go**) out. Susan (**think**) this is crazy.

What about you? Write your news or come and visit us this weekend.

Love,

David

9.3. SIMPLE FUTURE – GOING TO

1. Write the verbs in brackets in S.Future or Going to Future.

1. –What would you like to drink?
- I(have) a beer.
2. Look at the clouds! It (rain)!
3. I think you(do) well in the exam.
4. I think that our team (lose) the game.
5. I believe he(come) late.
6. I won't be at home tonight. I (visit) a friend.
7. - Would you like to eat something?
- Yes, I (eat) a sandwich.
8. Don't shout or I(send) you out!
9. - Would you like to come to the cinema with me?
- No, thanks. I.....(have) dinner with my parents.
10. We have a lot of work to do. This is (be) a busy day.

9.4. SIMPLE PAST - PAST CONTINUOUS

1. Write the following verbs in S. Past.

be	
break	
bring	
call	
check	
come	
control	
do	
explain	

fall	
go	
happen	
hear	
lie	
listen	
meet	
plan	
read	
ring	
see	
sell	
spend	
stop	
study	
switch	
visit	
wait	
wake	
walk	
watch	

2. Write the sentences in Simple Past.

1. We move to a new house.
2. They bring a sandwich.
3. He doesn't do the homework.
4. They sell cars.
5. Does he visit his friends?

3. Choose "was" or "were":

1. There not anybody in the room.
2. Jackat work and the children at school.
3. It really cold yesterday.
4. Wesorry for him.
5. Ivery hungry when I got home.

4. Write the verbs in brackets in S. Past.

1. I my Maths homework yesterday. **(do)**
2. youto England by plane? **(go)**
3. Theya power plant two weeks ago. **(visit)**

4. The children at home last weekend. **(not/ be)**
5. When you..... all these new products? **(design)**
6. Shethe project last night. **(not/ finish)**
7. We the museum of Technology three days ago. **(visit)**
8. She two weeks in Portugal in 2010. **(spend)**
9. Ihard last semester. **(study)**
10. They very happy together in the past. **(be)**

5. Fill in the paragraph with the correct form of S. Past.

Last year I(go) to England on holiday. It (be) fantastic.
 I(visit) lots of interesting places. I(be) with two friends of mine .
 We(walk) in the streets of London and(go) to English pubs. The
 weather(be) strangely fine. It(not / rain) at all.
 Where(spend / you) your last holiday?

6. Write the following sentences in Past Continuous.

1. They cooked dinner.
2. Jane stayed at home.
3. Did he watch the match?
4. We didn't take photos.

7. Fill in the sentences below with S. Past or Past Continuous.

1. While Tom(**read**), Sara(**watch**) a documentary on TV.
2. Marvin (**come**)home, (**switch**) on the computer and
 (**check**)his e-mails.
3. Nobody(**listen**) while the teacher (**explain**).....the tenses.
4. While we(**do**) a sightseeing tour, our friends (**lie**) on the beach.
5. He(**wake**) up and(**look**) at his watch.
6. We(**wait**) for Jane, when suddenly Louis (**come**)around the corner.
7. I(**cycle**) through the park, when I(**hear**) a strange noise.
8. I(**fall**) asleep while I(**watch**) TV last night.
9. Tom(**break**) his leg when he(**play**) frisbee.
10. Two days ago a murder(**happen**) in Market Street.
11. What (**you / do**) when I(**call**) you last night?
12. He(**take**) a shower when the telephone (**ring**).

8. Write the correct form of *used to* in the sentences below.

- 1) We(**play**) video games when we were children.
- 2) They(**visit**) their parents every month when they were university students,
 but now they visit them only once a month.
- 3)you(**stay**) out late when you were younger?

4) My parents(take) long walks in the countryside, but now they don't.

9.5. PRESENT PERFECT- PR. PERFECT CONTINUOUS - PAST PERFECT

1. Write the following verbs in past and past participle.

INFINITIVE	PAST	PAST PARTICIPLE
be		
break		
bring		
buy		
call		
come		
do		
drive		
eat		
fall		
go		
hear		
know		
leave		
lose		
meet		
plan		
read		
ring		
see		
sell		
spend		
stop		
study		
try		
visit		
wake		
walk		

2. Write the sentences in Present Perfect.

1. We move to a new house.
2. They bring a sandwich.
3. He doesn't do the homework.
4. They come home early.

5. Does he visit his friends?

3. Fill in the correct form of Present Perfect Simple.

1. you(**buy**) new clothes?
2. I(**not/eat**) anything today.
3. She(**never/see**) a horror film before.
4. We(**live**) here since 2002.
5. How long they(**be**) here?
6. Alan is not here. He(**go**) to the supermarket.
7. you ever(**drink**) tekila?
8. She already(**finish**) writing her essay.
9. I(**not/see**) Tim for five years.
10. Martin(**not/open**) his presents yet.
11. Jake(**not/call**) since last Monday.
12. you ever(**try**) to design a car?
13. I already(**wash**) the dishes.
14. you ever(**visit**) the British museum?

4. Fill in the blanks with *for* / *since*.

1. I have lived in this country ten years.
2. She hasn't called morning.
3. I haven't seen him he found a job.
4. Where is Chris? I haven't seen him a long time.
5. We haven't gone out last month.
6. I've been a lawyer five years.
7. We've known him we were children.
8. We've been married ten years.
9. Mr Baker has worked in this company 1993.
10. She hasn't written last summer.

5. Write the sentences in Present Perfect Continuous.

1. We move to a new house.
2. They eat a sandwich.
3. He reads a book.
4. They stay at home.
5. Does he visit his friends?

6. Fill in the gaps using Present Perfect Simple or Present Perfect Continuous

1. - Why are you wet?
- I.....(walk) in the rain.
2. - I.....(read) all morning.
-How many pages (you/read)?
-I.....(read) 50 pages.

3. She(eat) three ice creams!
4. Maria(dance) for two hours!
5. -You look really dirty!
-Yes. I(work) in the garden. That's why.
6. How many glasses of wine(you/drink)?
7. I (never/meet) such a bright student before.
8. (you/hear) the news? Jim and Alice are getting married!
9. We(wait) for one hour! I don't think she's coming after all.
10. I.....(try) to finish this exercise for the last half-hour. It's really difficult.
11. I(know) him for a long time.
12. I (lose) my wallet.

7. Fill in the blanks using S. Past – Present Perfect Simple.

1. - you (do) your homework? -Yes, I (do) it yesterday.
2. I(have) this car for seven years.
3. We(get) married in 1995.
4. How long you(be) married?
5. They never(be) in this town before.
6. When you(visit) your friend for the last time?
7. How long they(live) here?
8. He(finish) his studies two years ago.

8. Write the sentences in Past Perfect.

1. We move to a new house.
2. They eat a sandwich.
3. He reads a book.
4. They stay at home.
5. Does he visit his friends?

9. Fill in the gaps using Past Perfect Simple of Simple Past. (If both tenses are possible, use Past Perfect)

1. Maria told me the secret only after her husband(leave).
2. I was late. When I(go) to the bus stop, the bus (leave).
3. I(already/ feed) the dog when you(come) home.
4. By the time you (wake up) I(already/leave) for work.
5. I(see) something I(never/see) before.
6. She (just/ returned) from work, when I (tell) her the bad news.
7. I(be) tired, because I (not/sleep) well.
8. By the time I (go) to school, the lesson already (start).
9. She(know) she(see) him somewhere before.

10. Before Jim (buy) his new laptop, he(go) around a lot of shops to compare prices.

10. Write the correct tense for the verb in brackets.

1. It (be) a hot day **tomorrow**.
2. They **usually** (spend) their holidays on an island.
3. They (spend) their holidays in Corfu **last summer**.
4. I (go) to a fashion show **last month**.
5. I (go) to a fashion show **next month**.
6. **Excuse me!** I (look) for the bus stop. Can you help me?
7. He (**just** / finish) exams.
8. He (finish) exams **last week**.
9. He (finish) exams when he (decide) to go on holidays.
10. **While** she (walk) home from work **yesterday**, he (have) an accident.
11. The students (watch) an interesting experiment **now**.
12. After the students (watch) the experiment they (write) a report.
13. you **ever** (win) a competition?
14. I (win) a design competition **last year**.
15. I hope I (win) a design competition **next year**.
16. He **always** (wear) jeans at work.

10. RELATIVE CLAUSES

10.1. Fill in the sentences with the relative pronouns *who, which or whose* .

1. I talked to the girlcar had broken down in front of the shop.
2. Mr Richards,is a taxi driver, lives on the corner.
3. We often visit our aunt in Norwich, is in East Anglia.
4. That's Peter, the boy has just started working here.
5. Thank you very much for your e-mail, was very interesting.
6. The man, flat is next door, has never talked to me.
7. The people have been shouting in the street are all unemployed.
8. What did you do with the money your friend lent you?

10.2. Join the two sentences making the one a Relative clause.

A holiday in Scotland

1. We spent our holiday in Scotland last year. Scotland is in the north of Great Britain.

Last year we

2. People live in Scotland. They are called Scots.

The people.....

3. We first went to Edinburgh. Edinburgh is the capital of Scotland.
We first.....
4. Arthur Conan Doyle was born in Edinburgh. He wrote the Sherlock Holmes stories.
Arthur Conan Doyle.....
5. Then we visited a lake. It is in the Highlands
The lake.....
6. Loch Ness is 37 km long. People know it for its friendly monster.
Loch Ness.....
7. There we met an old man. He told us that he had seen Nessie.
An old man.....
8. We then travelled to a mountain. The mountain is near the town of Fort William.
We then.....
9. The mountain is the highest mountain in Great Britain. It is called Ben Nevis.
The mountain.....
10. I sent you a postcard. It was written on the summit of Ben Nevis.
The postcard.....

11. PREPOSITIONS

11.1. Fill in the correct preposition.

1. The course begins 7 January and ends..... 10 March.
2. I went bedmidnight.
3. We arrived 10 o' clock the morning.
4. Mozart was born Salzburg 1756.
5. Are you doing anything specialthe weekend?
6. Hurry up! We have to gofive minutes.
7. I met AnnTuesday.
8. He has lived Indiatwo years.
9. I'll phone youTuesday morningabout 10.
10. Tom's grandmother died 1987the age of 81.
11. Jack's brother is out of workthe moment.
12. I haven't seen himChristmas.
13.Sunday afternoons I usually get up late.
14. There are usually a lot of partiesNew Year's Eve.

12. GERUNDS AND INFINITIVES

12.1. Fill in the sentences with either the gerund or infinitive of the verbs in brackets

1. Dan enjoys(read) science fiction.
2. Cheryl suggested(watch) a movie after work.
3. I missin the travel industry. Maybe I can get my old job back.
4. Where did you learn(speak) Spanish? Was it in Spain or in Latin America?
5. Do you mind (help) me translate this letter?
6. He asked (talk) to the store manager.
7. You've never mentioned (live) in Japan before. How long did you live there?
8. If he keeps (go) to work late, he's going to get fired!
9. Debbie plans (work) abroad next year.
10. I agreed (help) Jack wash his car.
11. I hope (graduate) from college next June.
12. We like (walk) up the hill.
13. Mandy has promised (take) care of our dog while we are on vacation.
14. Mr. Edwards must (accept) the management position in Chicago.
15. I don't know what she wants (do) tonight. Why don't you ask her?
16. Frank offered (help) us paint the house.
17. Sandra decided (study) economics in London.
18. I can't go on(work) like this - I'm exhausted.
19. Don't forget (send) me an e-mail.
20. It was difficult (take) the decision to break up with my husband.
21. Stephanie dislikes (work) in front of a computer all day.
22. Mrs. Naper appears (be) the most qualified person for the job.
23. I stopped (buy) a packet of cigarettes.
24. We'll try (finish) the report on time.

<http://www.englishpage.com/gerunds/>

13. CONDITIONALS

a. 1st CONDITIONAL

13.1. Fill in the blanks with the correct form of the verb.

1. If we have time, we(meet) you.

2. You (practise) your English if you visit England.
3. If he fails, he(take) exams again in June.
4. They you if you don't have qualifications. (not employ)
5. If you(cool) water, it turns to ice.
6. Unless you switch on the ignition, the car (not / start).
7. If electric current runs through a wire, it(produce) a magnetic field.

b. 2nd CONDITIONAL

13.2. Fill in the blanks with the correct form of the verb.

1. If we had time, we(meet) you.
2. You (practise) your English if you visited England.
3. If he failed the test, he(take) it again in June.
4. They (not employ) you if you didn't speak English.
5. She (get)the job if she went to the interview.

c. 3rd CONDITIONAL

13.3. Fill in the blanks with the correct form of the verb.

1. If we had had time, we(meet) you.
2. You (practise) your English if you had visited England last summer.
3. If he had failed the test, he(take) it again last June.
4. She (get)the job if she had gone to the interview.
5. He would have helped you if you (ask)him to.

13.4. Choose the sentence that expresses the meaning of the main sentence.

1. **They would have taken a postgraduate course, if they had had the opportunity.**
 - a. They took a postgraduate course.
 - b. They didn't take a postgraduate course.
2. **If you connect the battery to the circuit, the light is on.**
 - a. It is possible that the light will be on.
 - b. It is certain that the light will be on.
3. **Unless he checks the temperature of the water, the radiators won't work.**
 - a. He must check the temperature.
 - b. He doesn't have to check the radiators.

4. **If I were you, I would be more careful with design.**
 - a. You aren't careful with design.
 - b. I must be careful with design.
5. **I wouldn't replace the spark plugs, if they were not rusty.**
 - a. The spark plugs aren't rusty.
 - b. The spark plugs are rusty.

13.5. Match the information in the columns.

1. If the machine broke down,
2. If current flows,
3. He would have got a job in a manufacturing company,
4. Unless they had repaired the faulty parts,
5. If gases are burnt,

- a. if he had had the qualifications,
- b. they wouldn't have had any problems with the motor.
- c. they expand.
- d. you would replace it.
- e. the armature becomes an electromagnet.

1. 2. 3. 4. 5.

13.6. Complete the new sentence so that it has a similar meaning to the original sentence.

1. You weren't here yesterday, so you didn't take the test.
If you.....
2. He didn't train enough, and he could get a good job.
If he
3. I wanted to study Ocean Engineering, but I couldn't.
If I could,
4. I may have an e-mail and I will let you know about it.
If I
5. She came home late, so she didn't study.
If she