VOCABULARY

A) Correct the spelling of the words in bold.

1) He’s meeting the ambasader in the embassy. ___ambassador________
2) Send the email to my assistant. ___assistant________
3) When’s the next meeting of the finance comitee? ___committee________
4) I’ve got a new job in a different dapartmant. ___department________
5) The spoksparson is giving her presentation at 5.00 p.m. ___spokesperson________
6) The Minister of Defence is abroad. ___Minister________
7) Who is the Precidant of the USA? ___President________
8) I’ll tell the stuff the news about the changes in working hours soon. ___staff________

B) Choose the correct verbs to complete the definitions.

1) to improve something; to make something bigger or better
   to develop / publish new software
2) to plan something that you will build or create
   to support / design a car
3) to make a new service available
   to launch / solve an online shopping service
4) to make a new product available
   to release / respect a film or a song
5) to produce a book for sale
   to design / publish a novel
6) to say something is bad in some way
   to respect / criticise someone’s idea
7) to help or encourage someone or something
   to support / announce a charity
8) to have a good opinion of someone
   to announce / respect your President
9) to find the answer to something
   to solve / design a complex problem
10) to say something in public
    to announce / launch some good news

C) Choose the correct words to complete the sentences.

1) The athletes’ venue / accommodation will be single rooms in large flats.
2) The main stadium / accommodation will have 20,000 seats.
3) There will be a comprehensive / magical transport system, including buses and trains.
4) Half of the ten sports venues / stadiums need to be built.
5) We want to create a comprehensive / magical atmosphere.
6) We want to encourage / modern children to play sport.
7) We already have many world-class / comfortable sports facilities.
8) The rooms will be modern and comfortable / comprehensive.
A) Choose the correct position in each sentence for the words in brackets.

1) The hotel is ___only____ five ____________ minutes from the main stadium. (only)
2) At night, there is an ___electrifying____ atmosphere ___________ in the city centre. (electrifying)
3) It is __just____ a ____________ short drive to the countryside. (just)
4) The team’s ____________ performance was __just____ amazing. (just)
5) The transport system includes a _high-speed____ train service __________ . (high-speed)
6) We __only____ need to build two __________ new venues. (only)
7) __Just_______ ten percent of the athletes will be in _________ double rooms. (just)
8) There are __only____ two months until the Olympics ___________ starts. (only)

GRAMMAR

A) Grammar: Future plans and arrangements

Two friends of yours have just been selected to take part in a UNESCO (United Nations Educational, Scientific and Cultural Organization) education project in Thailand. Ask them questions about their future plans, and complete their replies using the present continuous.

A: Where ___are____ you __going________? (go)
B: To Chiang Mai, in the north of Thailand.
A: And ___are_______ ____you__________ staying_________ there for three months, is that right? (stay)
B: I am, yes. But Chris ___is_______ coming______________ back__________ earlier than me, around June 10. (come back)
A: ___Is________ anyone else __traveling________ with you? (travel)
C: No. It’s just the two of us!
A: ___Are________ you____________ flying____________ straight to Chiang Mai? (fly)
B: Oh no. There’s one-week stopover in Vienna first. We ___are____________ __attending__________ a briefing session there on April 24 to get some more information. (attend)
A: By the way, when exactly ___are________ you __________ __leaving_________? (leave)
C: Next Thursday at 5:30 am. Why’s that?
A: Well, I thought I’d see you off at the airport, but you know I’m always busy at 5:30 in the morning!
B) Look at Lucy’s business diary for next week. Complete the conversation with the present continuous of the verbs in brackets ( ). Then write the missing information, A-C in Lucy’s diary.

Jan: Hi, Lucy. Can we arrange a meeting for next week?
Lucy: Of course. How about Tuesday morning?
I’m not doing anything then.
Jan: That’s no good for me, I’m afraid. Are you free in the afternoon?
Lucy: No. We are having a special sales meeting then.
Jan: Well, I’m free on Thursday morning.
Lucy: Sorry, I’m going to the dentist then. How about Thursday afternoon?
Jan: Yes, it’s quite important. The accounts manager is giving a talk.
Are you doing anything on Friday?
Lucy: I’m afraid I’m busy. I’m flying to Stockholm to meet some clients. Look, I’m not working on Monday. But I can come into the office if it’s important.
Jan: OK. Let’s meet on Monday afternoon then.

C) Grammar: Past Simple Passive

Complete each sentence with the correct verb from the box. Use the past simple passive.

- call / interview / steal / influence / design / set up / sell / make

23 Monday
am one-day holiday
pm A

24 Tuesday
am
pm B

25 Wednesday
am visit new factory
pm visit new factory

26 Thursday
am C
pm

27 Friday
am trip to Sweden
pm trip to Sweden

1) When was Apple set up, in 1974 or 76?
2) I didn’t know that iPads were made in China. Did you?
3) I love the Apple logo. I wonder who it was designed by.
4) Over a period of five years, 100 million iPods were sold, and so the iPod became the biggest selling digital music player in history.
5) What would you do if your iPod was stolen? Would you tell the police?
6) Is it true that early Apple products were called ‘personal computers’ too?
7) Many people say that Steve Jobs’ design sense was greatly influenced by Zen Buddhism.
8) In 2007, Bill Gates and Steve Jobs were interviewed together at the ‘All Things Digital’ conference.
D) Choose the active or passive form to complete the sentences.

1) Gradex was a big telecommunications company. It employed / was employed over 1,000 people. However, many of them employed / were employed on a part-time basis.

2) The very first Apple logo, which showed Newton under an apple tree, designed / was designed by someone called Ron Wayne. However, it is Rob Janoff who designed / was designed the famous apple with a bite taken out of it.

3) My friend Vlada left / was left the company last year. Unfortunately, she replaced / was replaced by someone who hasn’t got the right skills for the job.

4) When wrote this report / was this report written? And did you write / was you write it yourself?

5) First, we planned / were planned the meeting for April 10. But then a few days later we were informed / we informed that April 10 was a national holiday.

E) Rewrite the sentences in the passive or active.

1) Spielberg directed Jurassic Park in 1999.  
   ___Jurassic Park was directed by Spielberg in 1999.___

2) The president was killed by a fanatic.
   ___A fanatic killed the president.___

3) My best friend gave me an iPad.
   ___An iPad was given to me by my best friend.___

4) They chose him as the best singer of the year.
   ___He was chosen as the best singer of the year by them.___

5) Penicillin was discovered by Fleming.
   ___Fleming discovered Penicillin.___

6) Egyptians built Pyramids.
   ___Pyramids were built by Egyptians.___

7) Some people saw a UFO in the sky above London last night.
   ___A UFO was seen in the sky above by some people last night.___

8) The boy was hit by a car.
   ___A car hit the boy.___

9) When was Penicillin discovered (by Fleming)?
   ___When did Fleming discover Penicillin?___

10) Was the last basketball Olympics won by Spain?
    ___Did Spain win the last basketball Olympics?___