

Explanations

Defining and non-defining

- **Defining**
A defining clause specifies which person or thing we mean. It cannot be separated from the person or thing it describes.
*By 4.30, there was only one painting **which hadn't been sold**.*
- **Non-defining**
A non-defining clause contains extra information. In writing it is separated by commas, and in speech, if used at all, is usually indicated by intonation.
*By 4.30, **which was almost closing time**, nearly all the paintings had been sold.*

Which and that

- Some of the points given below depend on the type of clause.
- These are alternatives in a defining clause, although *which* is felt to be more formal.
*By 4.30, there was only one painting **that** hadn't been sold.*
- *That* is not normally used to introduce a non-defining clause.
*The train, **which** was already an hour late, broke down again.*
- *That* cannot follow a preposition.
*It was a service **for which** I will be eternally grateful.*
- *That* is often used instead of *who* in everyday speech in defining clauses.
*Do you know the girl **that** lives next door?*

Who and whom

- *Whom* is the object form of *who* and is used formally in object clauses.
*He was a person **whom** everyone regarded as trustworthy.*
- However, this is now felt to be excessively formal by most speakers and *who* is commonly used instead.
- *Whom* has to be used if it follows a preposition.
***To whom** it may concern.*
***To whom** am I speaking?*

However, in everyday use, it is usual to avoid this kind of construction.

Who am I speaking to?

See *when* and *where* on the next page.

Whose

This means *of whom*. It is used in both defining and non-defining clauses.

*Several guests, **whose** cars were parked outside, were waiting at the door.*

*Several guests **whose** rooms had been broken into complained to the manager.*

When and where

- Non-defining
Here they follow a named time or place.
*Come back at 3.30, **when** I won't be so busy.*
*I stopped in Maidstone, **where** my sister owns a shop.*
- Defining
When follows words such as *time, day, moment*.
*There is hardly a moment **when** I don't think of you, Sophia.*
Where follows words such as *place, house, street*.
*This is the street **where** I live.*

Omitting the relative pronoun

This is common in defining object clauses especially in everyday conversation.
I've found the keys (which/that) I've been looking for.
That's the man (who/that) I was telling you about.
He was a person (who/that) everyone regarded as trustworthy.

Sentences ending in a preposition or phrasal verb

Another common feature of conversational English, as outlined in *who* and *whom* above, is to end a defining clause with a preposition.
*That's the house I used to live **in**.*
I couldn't remember which station to get off at.
*He's not someone who I really get on **with**.*

Omitting which/who + be

It may be possible to reduce a verb phrase after *who/which* to an adjectival phrase in a defining clause, especially to define phrases such as *the only one, the last/first one*.
Jim was the only one of his platoon who had not been taken prisoner.
*Jim was the only one of his platoon **not taken prisoner**.*
By 4.30, there was only one painting which had not been sold.
*By 4.30, there was only one painting **not sold**.*

Which

A non-defining clause can comment on the whole situation described in the main clause.
*There was nobody left on the train, **which made me suspicious**.*
Phrases with *which*, such as *at which time/point, in which case, by which time, in which event* can be used in the same way.
*I watched the play until the end of the first act, **at which point** I felt I had seen enough.*
*A warning sign 'Overheat' may come on, **in which case** turn off the appliance at once.*

Clauses beginning with what and whatever

- *What* meaning *the thing or things which* can be used to start clauses.
*I can't believe **what you told me** yesterday.*
***What you should do** is write a letter to the manager.*
See Grammar 14 Emphasis.
- *Whatever, whoever, whichever* can be used in a similar way.
*You can rely on Helen to do **whatever she can**.*
***Whoever arrives first** can turn on the heating.*

**Non-finite clauses
containing an
-ing form**

These are clauses without a main verb. The examples given here are non-defining. Note that the two clauses have the same subject.

- Actions happening at the same time.

***Waving their scarves and shouting,** the fans ran onto the pitch.*

- One action happening before another

***Opening the letter,** she found that it contained a cheque for £1,000.*

This type of clause often explains the reason for something happening.

***Realising there was no one at home,** I left the parcel in the shed.*

Both these types of sentence might begin with *on* or *upon*:

On opening the letter ... Upon realising ...

- An event which is the result of another event

*/ didn't get wet, **having remembered to take my umbrella.***

- Where a passive construction might be expected, this is often shortened to a past participle.

***Having been abandoned** by his colleagues, the Minister was forced to resign.*

***Abandoned** by his colleagues, the Minister was forced to resign.*

Practice

The following text contains many 'which's and 'that's. Underline the ten extra ones, which are grammatically wrong.

Having just spent three weeks of my life sitting on an uncomfortable saddle, pounding the roads of France, I am in no fit state that to do anything except sit and write, which suits me fine. For I have cycled some 1,500 kilometres, a figure which includes some extremely hilly routes, and frankly the thought of mounting a bicycle again which is not one that I can face for a good few days yet. The journey, which I undertook alone for most of the way, was all in the name of charity - Help the Aged, a cause which I support whenever that I can. Having organised my sponsorship, which I arrived in France armed only with a tiny map of the Tour de France route, which hastily removed from last month's 'Cycling World' magazine. My intention which was to try and follow the route that the professionals take, but after three days in which I pushed my body to extremes that it had never experienced before, that I rapidly abandoned this plan and returned to flatter ground. On the flat which I was able to keep to about 120 kilometres a day, which is respectable. I did have to rest my weary limbs at the weekends, though, which enabled me to recharge my batteries, by which I mean my bodily ones, not the ones that inside my bike lights. I am pleased to say, that after three tortuous weeks, which I ended up in Marseilles, but what pleased me all the more is that I managed to raise over £2,000 for Help the Aged.

Complete each sentence with one suitable word.

- a) Midway through the second half City scored their fourth goal, at which point United gave up completely.
- b) There is one person to.....I owe more than I can say.
- c) It was the kind of accident for.....nobody was really to blame.
- d).....leaves last should turn off the lights.
- e) Mary was late yesterday,.....was unusual for her.
- f) At 6.00,.....was an hour before the plane was due, thick fog descended.
- g) I don't know.....told you that, but they were wrong.
- h) The first time I saw you was.....you answered the door.
- i) Mrs Brown was the first owner.....dog won three prizes in the same show,
- j) I've just spoken to Sally,.....sends you her love.

3 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given.

a) I waited for him until 6.30 and then gave up.

which

I waited for him until 6.30, *at which point I* gave up.

b) We suggested a lot of things, which were all rejected.

was

Everything.....rejected.

c) If someone understands this book, they are cleverer than I am.

is

Anyone.....cleverer than I am.

d) I won't tell you this again, you naughty boy.

time

This.....tell you, you naughty boy.

e) The whole summer was sunny and warm, for a change.

made

The whole summer was sunny and warm,.....
nice change.

f) I don't really approve of his proposal.

what

I don't really approve of.....proposing.

g) The police never caught the culprit.

committed

The police never caught.....the crime.

h) I have read all of her books but one.

that

There is only.....I have not read.

i) I can't remember the last heavy rain.

when

I can't remember.....heavily.

j) Do you get on with your next-door neighbour?

who

Do you get on with.....lives next door?

- 4 Make one sentence from the sentences given, beginning as shown. Make any other necessary changes. Omit any unnecessary relative pronouns.
- a) We eventually caught a train. It was one that stops at every station.
The train we eventually caught was one that stops at every station.
- b) Carol slammed the door behind her. Her father had given her a car as a present. She drove off in it.
Slamming
- c) At the end of the street was a building. The street was crowded with shoppers. Tom had not noticed the building before.
At the end of the street ..
- d) Some people have just moved in next door. They have the same surname as some other people. Those other people have just moved out.
The people who have just moved in next door.....
- e) I noticed that the door was open. I decided to go in. This turned out to be a mistake.
Noticing.....
- f) Everyone expects the Popular Party candidate, Flora Benstead, to win the election. She has announced that she will cut income tax by 10% if elected.
Flora Benstead,.....
- g) I listened to George patiently until he started insulting me. At that point, I told him a few home truths. He didn't like it.
I listened to George patiently until he started insulting me,.....
- h) Pauline asked me a question. I had no reply to it.
Pauline asked me ..
- i) He rushed out of the room. He was shouting at the top of his voice. This was typical.
Shouting.....

- 5 Correct the mistake in each sentence. Omit any unnecessary relative pronouns in your corrections.



- a) To take my life in my hands, I walked to the very end of the high diving board. Taking my life in
- b) I wasn't sure what to address the letter to, so I put 'The Manager'.
- c) Most of the guests turned up two hours early, that took us by surprise.
- d) Whoever that he spoke to last was probably the person who murdered him.
- e) The book I bought for his birthday is one where I enjoyed very much myself.
- f) There's a chance that I may be late, in that case I'll phone you.
- g) Everyone admires her. She's the kind of person whose everyone looks up to.
- h) No one knows who she is. She is the only member of the gang who the identity remained a secret.....

- 6 Most of the following sentences are punctuated incorrectly. Correct any that are wrong.

- a) Many people think that Saturn is the biggest planet which is wrong. is the biggest planet, which
- b) That's the man, I used to live next door to.
- c) I couldn't remember, which house I had to deliver the card to.
- d) The coat she wore to the party, was similar to one I have at home.
- e) Lynn is the only person in my circle of friends, who is married.
- f) Whoever catches the ball, must come into the middle of the circle.

Explanations

This unit focuses on problem areas.

Verbs followed by either -ing or infinitive with to

- *Can't bear, hate, like, love, prefer*
Like to usually refers to habitual preferences.
We like to go out to lunch on Sunday.
Not like to means *think it wrong to*.
I don't like to disturb colleagues at home.
- *Attempt, begin, continue, intend, plan, propose, start*
 There is no difference in meaning whether we use -ing or infinitive with to.
Intend, plan, and propose can be followed by *that* + clause. This may include *should*. See Grammar 16 Reporting verbs.
- *Forget, remember*
 With *to* both verbs refer to an obligation.
I had to phone the office but I forgot to do it.
 With -ing both verbs refer to past events.
I don't remember learning to walk.
 Both can be followed by *that* + clause.
I remembered that I had to pay the phone bill.
- *Try*
 With *to* this refers to something attempted, which might fail or succeed.
I tried to warn him, but it was too late.
 With -ing this refers to making an experiment, or to a new experience.
Try taking an aspirin. You'll feel better.
Have you tried windsurfing? It's great!
- *Go on*
 With -ing this refers to the continuing of an action.
She went on working even though it was late.
 With *to* this refers to the continuation of a speech.
The Prime Minister went on to praise the Chancellor.
 (This means the Prime Minister continued his speech by praising the Chancellor.)
- *Mean*
 With the meaning *intend*, this is followed by *to*.
Sony, I meant to tell you about the party.
 With -ing, and an impersonal subject, this refers to what is involved.
If we catch the early train, it will mean getting up at 6.00.
That + clause is possible when meaning is being explained.
This means that you have to report to the police station.

- *Regret*
With *to* this refers to the speaker's regrets about what is going to be said. It often occurs in formal statements of this kind.
We regret to inform you that your application has been unsuccessful.
With *-ing* this refers to a regret about the past.
I regret saying that to him.
That + clause is also possible.
We regret that we didn't tell her earlier.
- *Stop*
With *to* this refers to an intention.
Jane stopped to check the oil level in the engine.
With *-ing* this refers to the ending of an activity.
The baby has stopped waking up during the night now.
- *Hear, see, watch*
When followed by infinitive without *to*, the action is complete.
We watched all the cars cross the finishing line.
With *-ing*, the action is still in progress.
I heard someone coming up the stairs.
- *Admit*
This can be used with or without *to* followed by *-ing*.
They admitted (to) being members of the gang.
That + clause is also possible.
He admitted that he was wrong.
- *Allow, forbid, permit*
With an object and *to*:
The school forbids students to smoke in the classrooms.
With an object *-ing* form:
The school does not allow smoking.
- *Consider*
With an object and *to* this refers to an opinion.
She is considered to be the finest pianist of her generation.
With *-ing* this means *think about*.
At one point I considered emigrating to Canada.
With *that* + clause it refers to an opinion.
We consider that she has behaved badly.
- *Imagine*
With an object and *to*:
I imagined the castle to be haunted.
With *-ing*, an object is also possible.
I couldn't imagine (her) living in a place like that.
With *that* + clause it means *suppose*.
I imagine that you'd like a cup of tea after your long journey!

Verbs with an object, followed by either *-ing* or infinitive with *to*

- *Require*
With an object and to:
They required him to fill out a form.
With -ing:
These letters require typing.
See Grammar 7 for *needs doing*.

Verbs normally followed by infinitive with to

- Verbs marked * can also be followed by *that* + clause.

*agree	*demand	hurry	*pledge	*swear
*appear	deserve	*learn	*pretend	*threaten
*arrange	*expect	long	*promise	*vow
attempt	fail	manage	refuse	want
ask	grow	neglect	*resolve	*wish
choose	hasten	offer	seek	
dare	*happen	pay	*seem	
*decide	*hope	*plan	struggle	

- *Appear*, (so) *happen* and *seem* are only used impersonally with *that* + clause.
It appears that I've made a mistake.
It so happens that he is my brother!
It seems that Mary is going to win.
- *Want* can be used colloquially with -ing, and has a similar meaning to *need*.
The car wants cleaning.

Verbs normally followed by -ing

- Verbs marked * can also be followed by *that* + clause.

*appreciate	face	*suggest
avoid	*fancy	it's no good/use
contemplate	finish	feel like
delay	involve	give up
*deny	*mention	keep on
detest	mind	leave off
dislike	miss	look forward to
endure	postpone	put off
enjoy	practise	can't stand
escape	*resent	spend/waste time
excuse	risk	
- *Appreciate* is often followed by possessive + -ing.
I appreciate your trying to help.
- See Grammar 16 for *suggest*.
- *Involve* has an impersonal subject.
Being an athlete involves regular training.

Verbs followed by infinitive without to

- *Help* can be used with or without *to*.
I helped George (to) carry the bags.

- *Make*, and expressions with *make*
They made me leave.
We shall have to make do.

In the passive, *to* is used.

I was made to leave.

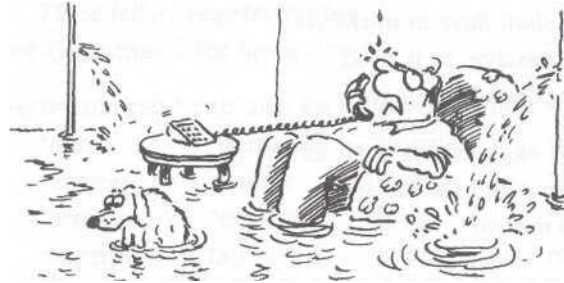
- *Let* and expressions with *let*
They didn't let me leave.
Let me go!

Verbs followed by an object and to

- Verbs marked * can also be followed by *that* + clause.
**advise, assist, beg, bribe, command, dare, employ, enable, encourage, instruct, invite, lead, *order, *persuade, select, send, *teach, *tell, train, urge, *warn*
- See Grammar 16 for *advise, persuade, tell, warn*.
- *Dare* can be used without *to* when there is no object. Compare:
They dared him to jump.
I didn't dare (to) say anything.
How dare you speak like that to me!

Practice

Underline the word or phrase that is correct.



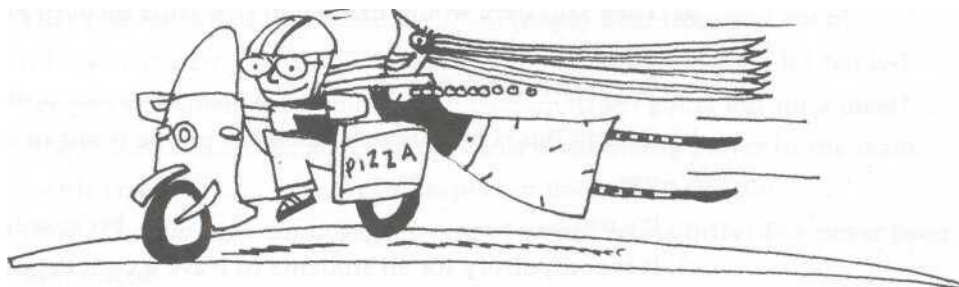
- a) What do you mean to *do/doing* about the leaky pipes?
- b) I never imagined the mountains to *be/being* so high!
- c) Don't forget to *wake me/waking me* before you leave.
- d) I regret to *tell you/telling you* that we cannot accept your offer.
- e) Did you manage to *find/finding* the book you were looking for?
- f) I tried *taking/to take* that medicine you gave me but I couldn't swallow it.
- g) We have postponed to *tell/telling* anyone the news until after Christmas,
- h) Have you considered to *buy/buying* a microwave oven?
- i) Sorry I'm late, I had to stop to *pick up/picking up* the children from school,
- j) Margaret was slow at school, but she went on to *be/being* Prime Minister.

2 Complete the sentences by choosing the correct verb from the box, and putting it in the appropriate form.

look forward to die arrange consider ~~do~~ face grow
 appear intend dare

- a) It's too late to buy any food. We'll have to make do with what we've got.
- b) I hardly.....ask how much it cost!
- c) Have you ever.....taking a year off work?
- d) I didn't like the town at first, but I.....to love it eventually.
- e) What do you.....doing after this course has finished?
- f) We are all.....our holiday in Australia this year. It's going to be such an adventure.
- g) Jim and I.....to meet at 6.00 but he didn't turn up.
- h) It.....that we won't need to pay so much after all.
- i) I can't wait for Saturday! I'm really.....to see you!
- j) I can't.....getting up at 6.30 tomorrow morning! I'll catch a later train.

- 3 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given.



- a) It's very kind of you to give me a lift.
 appreciate
appreciate you giving me a lift.
- b) If I take the job I'll have to move to Paris.
 mean
 Taking moving to Paris.
- c) Parking is not permitted here.
 park
 You are here.
- d) 'Shall I carry that bag for you, Pauline?' said John.
 offered
 John bag for her.
- e) Winning the football pools meant we could buy a new car.
 enabled
 Winning the football pools buy a new car.
- f) There is a risk that he will miss the plane if he waits.
 risks
 He if he waits.
- g) I believed you were the murderer because of this clue.
 led
 This clue that you were the murderer.
- h) Does using the hotel swimming pool cost extra?
 pay
 Do you have to the hotel swimming pool?
- i) I think that this is the right street.
 appears
 This the right street.
- j) Jean succeeded in finishing all her work on time.
 managed
 Jean all her work on time.

- 4 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given.
- a) They said they would like me to stay with them in Florida.
invited
 They *invited me to* stay with them in Florida.
- b) Calling Jim is pointless, because his phone is out of order.
 use
 It's no.....because his phone is out of order.
- c) It is compulsory for all students to leave a cash deposit.
required
 All students.....leave a cash deposit.
- d) You waste time if you copy your work out again, so don't do it.
copying
 Don't.....your work out again.
- e) I bet you wouldn't ask David to come with you to the party!
 if
 I dare.....to the party with you!
- f) 'Please don't leave me on my own/ Martin begged us.
him
 Martin begged us.....own.
- g) If you work for this company, you have to travel a lot.
involves
 Working for this company.....of travel.
- h) Joe doesn't like it when people treat him like a child.
resents
 Joe.....like a child.
- i) It was resolved that the matter would be brought up at the next meeting.
bring
 They resolved.....up at the next meeting.
- j) The police were told that the use of unnecessary force was forbidden.
 not
 The police were instructed.....unnecessary force.

Complete each sentence using the verb in brackets in an appropriate form.

- a) Sorry, I meant *to tell you* (tell) I would be out, but I forgot.
- b) That's all for now. I.....(hope) hear from you soon!
- c) If I take the new job, it.....(mean) working a lot harder!
- d) Are you still tired? Or do.....(feel) going out for a meal?
- e) Jane is.....(say) the most outstanding player in the team.
- f) I wish you.....(keep) complaining all the time!
- g) How.....(suggest) that I would take a bribe! I've never been so insulted!
- h) We offered to help Helen carry her bags, but she said she.....(manage) on her own.

Complete the text by putting the verbs in brackets into the correct form, gerund or infinitive.

Yukie Hanue is considered by many (1) *to be* (be) the finest violinist of her generation - and she's still in her early twenties. When we visited her, in the music department of the University of New York, she was too busy practising (2).....(talk), but she invited us (3).....(have) a coffee with her in her mid-morning break. Astonishingly, she manages (4).....(combine) her PhD at the university with international concerts and recitals, numerous public appearances and interviews. She evidently thrives on the workload, buzzing around the place with an industrious enthusiasm that leaves us all breathless. Her fame as a performer means (5).....(make) regular appearances at high profile events. Last month, for example, she agreed (6).....(appear) in a series of recitals organised by Coca-Cola. This involved (7).....(travel) to far-flung places like Seoul, Oslo and Montevideo on successive days, a schedule which would have caused any normal person to wilt. I can't stand (8).....(do) nothing,' she says. I happen (9).....(have) a particular talent, and it would be wasteful not (10).....(exploit) it to the full.' I encouraged her (11).....(tell) me about her upbringing, but she was rather reticent to sing her own praises. I did, however, succeed in persuading her (12).....(confess) to a secret desire. 'If I hadn't been a musician, I would have loved to train (13).....(become) a martial arts expert,' she says. Certainly, she would have had the discipline, but I couldn't imagine someone so physically frail actually (14).....(stand) there hitting someone. But it was an interesting revelation, and one that I was (15).....(learn) more about during my day with her.

Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given.

- a) You haven't seen my pen anywhere, have you?

happen

You don't *happen to have seen* my pen anywhere, have you?

- b) Everything I told you was true.

all

I told you a lot which were true.

- c) According to reports, the President is in poor health.

reported

The President in poor health.

- d) Julia's inheritance meant that she could give up work.

enabled

Julia's inheritance give up work.

- e) Stupidly, I left my umbrella at home.

which

I left my umbrella at home, thing to do.

- f) We received a warning to stay at home.

should

We were stay at home.

- g) You could easily become ill unless you give up smoking.

risk

If you don't stop ill.

- h) The decorators didn't leave too much mess when they did the job.

without

The decorators managed too much mess.

- i) It's pointless to worry about someone else's problems.

no

There about someone else's problems.

- j) According to Valerie, she is a relation of mine.

be

Valerie claims ..

..to me.

2 Complete the sentences with *a/an, the* or leave the space *blank*.

- a) That's the last time that I go to..... horror film.
- b) In..... circumstances I would say *he* hasn't..... chance.
- c) I'd like to buy..... piano..... one day but I haven't got..... money.
- d) Could you give me..... hand to take..... rubbish downstairs?
- e)..... girl I told you about is..... one on..... left.
- f)..... address is:..... Park Hotel, 42..... Castle Road,..... Dover.
- g) Mary spent..... year and..... half working with..... sick people in..... Africa.
- h)..... medicine..... doctor gave me makes me feel tired all..... day.
- i) Dawson put..... ball in..... net early in..... second half but..... goal was disallowed.
- j) Terry became..... teacher with..... best exam results in..... school.

3 Complete each sentence using the verb given in brackets in an appropriate form.

- a) I didn't know where to send (send) the parcel to, so I lent it on me UCSK.
- b) If you feel so tired in the morning, why.....(try) going to bed earlier!
- c) The returning officer announced to the crowd that the Democratic candidate.....(win).
- d) If I took a job like that, it.....(mean) earning less money.
- e) Do you still feel ill? Or.....(fancy) coming shopping with me tomorrow?
- f) I saw Harry arrive, but I don't remember.....(see) him leave.
- g) All my family were sitting in the front row, which.....(make) nervous.
- h) There is a rumour that the army is about to take power, though this.....(deny) by government sources.
- i) Sandra trained.....(be) an architect but ended up as a rock star.
- j) It's hard.....(believe) that Jim would be so brave.

Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given.

- a) Does parking here cost anything?
 pay
 Do I need to pay for parking .. here?
- b) After six months, Joe's search for a job was successful.
managed
 After six months, Joe.....a job.
- c) Jean was given permission by her boss to take a day off.
agreed
 Jean's boss.....take a day off
- d) Although Sue looked for the book for a long time, she couldn't find it.
spent
 Sue....., without success.
- e) All visitors to the town fall in love with it.
those
 All.....fall in love with it.
- f) The headteacher warned Tom that she might expel him.
threatened
 The headteacher.....expulsion.
- g) I didn't expect to see you here!
 last
 This is.....to see you!
- h) We haven't seen one another for a long time.
other
 We stopped.....ago.
- i) I don't know who did the washing up, but they didn't do it very well!
make
 Whoever.....good job of it!
- j) Janet came first, which surprised nobody.
when
 Nobody.....Janet came first.

5 Write the word *the*, where it is appropriate in the text, in the places indicated.

(1) The 6.45 train, which went from Winchester to Southampton, was already full of (2)..... commuters when Rale boarded it with fifteen minutes to go before its departure. He registered (3)..... vague annoyance at this, as it meant he had to actually communicate with a fellow passenger in order to find (4)..... one remaining window seat in his normal carriage, (5)..... carriage C. Rale always made a point of travelling in the middle carriage for (6)..... safety's sake - about such things as (7)..... safety he was meticulous - and would only venture into (8)..... first four carriages, or for that matter (9)..... last four, in (10)..... extreme emergencies. Rale was nothing if not a creature of (11)..... habit; it bothered him intensely if he was unable to get a window seat or if (12)..... drinks trolley lady didn't come round, or worse still, she came but (13)..... hot water boiler wasn't working and so (14)..... coffee was not available. A brioche and a cup of coffee - black, one sugar - was Rale's early-morning indulgence. He found it sufficed for a breakfast, unless he was unusually hungry. Exactly ten minutes into (15)..... journey, Rale opened his briefcase and took out his copy of that morning's *Guardian* newspaper, neatly folded, and began (16)..... crossword. This was (17)..... time of day Rale liked best. He could immerse himself in (18)..... delightful challenge of teasing out words from his mind, and put off (19)..... thoughts of work in the administrative department of (20)..... Southampton Hospital. Today, however, Rale's neatly planned existence was to be well and truly turned on its head.

6 Complete the sentences with one suitable word in each space.

- a) There is nobody for whom..... we feel greater respect.
- b) That's the couple..... house my sister bought.
- c).....buys the wardrobe will have to arrange to pick it up themselves.
- d) Why don't you.....phoning Directory Inquiries? They might know.
- e) Do you.....going out for a pizza later on?
- f) That's an experience I..... rather forget.
- g) The police officer.....us open the boot of the car.
- h) It is recommended that all luggage.....bear a personal label.
- i) The children always look.....to Christmas as they love all the parties and presents,
- j) Charles is not the kind of person.....would help you.

7 Using the notes as a guide, complete the letter. Use one or two words in each space. The words you need do not appear in the notes.

Re: Application for hamburger stall in front of King's College, Cambridge

Write to say:

Sorry to tell you we can't give you a licence.

Many people think it's a particularly picturesque view.

We don't normally let people sell things in areas where tourists take pics.

The college authorities have said they don't want a stall there - litter and fumes.

We've received similar applications, and we've always said no.

You said in your letter you had 3 possible sites.

You should think about approaching Cambridge United Football Club.

If you decide to do so, apply directly to them.

Please write to us to say you've received this letter - we need to be sure.

Dear Mr Little,

We regret (1) .. *to inform you* that we are

(2).....issue you with a licence to set up a hamburger stall in front of King's College.

The area concerned (3).....to be one of the most picturesque in England, and we do not normally

(4).....trading on such commonly photographed areas. Furthermore, the college authorities have (5).....

your proposal, on the grounds that it might generate litter and undesirable fumes. In the past we have received a large number of applications for trade access to this site, and in each case access has been

(6).....

In your letter you (7).....that the King's College site was one of three you had in mind. You might like

(8).....establishing your stall in front of Cambridge United football ground, in (9).....your application should be made direct to the football club, and not to ourselves.

Please would you (10).....writing that you have received this letter.

Explanations

This unit focuses on a selection of verbs, including their adjectival forms. Many verbs have other uses followed by *-ing* or infinitive (see Grammar 18, 19). Passive uses with *by* are not included. See also Grammar 23, 24, 25.

Verbs followed by *in*

absorbed in something (especially *absorbed in her work/a book*)
confide in someone
be engrossed in something
implicate someone in something
involve someone in something
result in something
specialise in something
succeed in something

Verbs followed by *for*

account for something
allow for something (to take into consideration)
apologise for something/someone (on their behalf: *Let me apologise for Jack.*)
blame someone *for* something
care for something/someone
cater for something/someone
charge someone *for* something (make them pay for it)
count for something (especially: */ count for nothing in this company.*)
 earmark something *for* a particular use
pay for someone/something

Verbs followed by *of*

accuse someone *of* something
convict someone *of* something
remind someone *of* something
suspect someone *of* something

Verbs followed by *with*

acquaint someone *with* something
associate someone *with* something
charge someone *with* something
clutter with something (especially passive: *The room was cluttered with boxes.*)
coincide with something
collide with something
comply with something
concern with something (usually passive: *be concerned with*)
confront someone *with* something
confuse someone/something *with* someone/something
cram with something (especially passive: *be crammed with*)

deal with someone/something
discuss something *with* someone
face with something (especially passive: *be faced with*)
ingratiate oneself *with* someone
meet with something (especially: *meet with an accident*)
pack with something (especially passive: *be packed with*)
plead with someone
provide someone *with* something
tamper with something
trust someone *with* something

**Verbs followed by
from**

bar someone *from* a place
benefit from something
derive something *from* something
deter someone *from* something
differ from something
distinguish one thing *from* another thing (also *distinguish between two things*)
distract someone *from* something
exempt someone *from* something
expel someone *from* a place
refrain from something
resign from something
result from something
stem from something
suffer from something
translate one language *from/into* another language

**Verbs followed by
on**

base something *on* someone
blame something *on* someone
centre something *on* something (usually passive: *be centred on*)
concentrate something *on* something
decide on something
depend on someone/something
elaborate on something
impose on someone
insist on something/someone doing something
pride oneself *on* something

**Verbs followed by
against**

insure something *against* something
protest against something

**Verbs followed by
about**

argue about something
be concerned about something (*be worried about*)
boast about something
decide about something
protest about something

Verbs followed by <i>out</i>	<i>phase something out</i>
Verbs followed by <i>of</i>	<i>glance at something</i> <i>guess at something</i> <i>hint at something</i> <i>marvel at something</i>
Verbs followed by <i>to</i>	<i>answer to something</i> (especially: <i>answer to a description</i>) <i>appeal to someone</i> (<i>beg</i>) It <i>appeals to me</i> . (meaning I like the idea.) <i>apply oneself to something</i> (<i>This rule doesn't apply to you.</i>) <i>attend to something</i> said/heard <i>attribute something to someone</i> <i>commit oneself to something</i> (especially passive: <i>be committed to</i>) <i>confess to something</i> <i>devote oneself to something</i> <i>prefer one thing to another thing</i> <i>react to something</i> <i>refer to something</i> (<i>This number refers to the next page.</i>) <i>refer someone to someone</i> (<i>The doctor referred me to a specialist.</i>) <i>be resigned to something</i> <i>resort to something</i> <i>see to something</i> (meaning <i>make sure it is done</i>) <i>subject someone to something</i> (stressed: <i>subject</i>) <i>succeed to the throne</i> <i>be used to doing something</i>

Practice

Complete each sentence with one suitable preposition.

- a) I really prefer just about anything to watching television.
- b) This year's conference coincided.....two other major conventions.
- c) Is it possible to insure my bike.....theft?
- d) The problem stems.....the government's lack of action.
- e) When I asked Jean, she hinted.....the chance of a promotion for me.
- f) Being rich doesn't count.....much on a desert island.
- g) I pleaded.....John to change his mind, but he wouldn't listen.
- h) I can't stand the way she is always boasting.....her wealthy parents.
- i) My grandfather is always confusing Madonna.....Maradona.
- j) Could you please refrain.....smoking in the lecture hall.

2 Complete the text with one suitable verb in each space.

I had a difficult time last year with my health. For several months I was (1) suffering from periodic headaches and almost constant nausea. I made several visits to my GP, who (2).....my headaches to migraine and (3).....me with medication. When this failed to work he (4).....on my nausea as the root cause, (5).....my headaches on the nausea. I was (6).....to five blood tests, none of which revealed anything significant. I (7).....my diet with the doctor at length, and we tried eliminating certain foods from my meals. He (8)....., for example, I might (9).....from a low-fibre diet. But still the symptoms persisted, and I was starting to (10).....myself to feeling ill for the rest of my life. I was understandably concerned about the possibility of it being something serious, even a brain tumour, but the doctor said that my anxiety in this respect (11).....from nervous tension and stress. After six months I was (12).....to a consultant at the hospital, who (13).....in stomach disorders. She said that, even (14).....for my age and stressful lifestyle, it was still abnormal to experience symptoms like these for so long. She (15).....on all the possible causes of nausea in detail, and suggested that in my case the nausea might be the result of a liver disorder.

3 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given.

a) Peter always trusts me with his secrets.

in

Peter .. *always confides in* me.

b) A true story forms the basis of Mary's new novel.

on

Mary's new novel a true story.

c) I thought it was marvellous that Jane could jump so high.

at

I to jump so high.

d) A lot of people were packed on to the bus.

with

The bus people.

e) You were in my dreams last night.

about

I last night.

f) Danny was asked to leave the school for bad behaviour.

from

Danny was for bad behaviour.

g) This house makes me think of my own home!

of

This house my own home.

h) Tina rewrote the French book in Spanish.

from

Tina into Spanish.

i) Christmas and roast turkey go together in my mind.

with

Christmas roast turkey in my mind.

j) I think a rest would do you good.

from

I think you a rest.

4 Put one word in each space. Each word is a form of a verb listed at the beginning of this unit.

- a) The idea of marriage doesn't . *appeal*..... to me.
- b) We..... in finding Ann's house at the second attempt.
- c) However poor I was I would not.....to stealing.
- d) Have you.....for the wind speed in your calculations?
- e) He confessed when he was.....with the evidence.
- f) You need to.....yourself more to your work.
- g) Alan..... himself on his punctuality.
- h) I was.....from doing my work by the music.
- i) I.....for breaking your electric drill.
- j) Tina.....for everyone's lunch yesterday, as she'd just won some money on the lottery.

5 Complete the text with a suitable preposition in each space.

It never ceases to amaze me how little notice some people now take (1) *of*..... rules in public places. When I was a child, it would never have occurred to me not to comply (2).....the rules. If someone smoked in defiance of a 'No Smoking' sign on a train, they would rapidly be reminded (3).....their transgression by several irate passengers, who would refer the errant smoker (4).....the sign in no uncertain terms. What's more, the person accused would normally apologise (5)..... his indiscretion, and would certainly refrain (6).....repeating his anti-social behaviour. These days reminding someone (7).....their public duty not to drop litter or swear on the streets is likely to succeed only (8).....unleashing a torrent of verbal abuse (9).....the wrongdoer. Many people seem blithely unaware that, for example, the 'silence in the library' rule applies (10).....them, as much as to anyone else. Asking them is not enough, pleading (11).....them might still not deter them (12).....their noisy chat, resorting (13)..... physical violence, an undesirable option, seems the only one likely to get a result. But, in all seriousness, what really annoys me is that one is made to feel churlish or old-fashioned just to insist (14).....basic respect of everyday manners. Truly, it seems polite behaviour and good manners count (15).....nothing in today's society.

6 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given.

- a) When he has to face a crisis, Tony panics.

faced

Tony panics *when faced with* a crisis.

- b) Collecting stamps gives me a lot of pleasure.

derive

I collecting stamps.

- c) The arrested man did not look the same as the wanted man.

answer

The arrested man did not the wanted man.

- d) The facts of the case were familiar to the lawyer.

acquainted

The lawyer the facts of the case.

- e) The deaths of over fifty people were caused by the storm.

resulted

The storm killed.

- f) We have given winter equipment to all the soldiers.

provided

All the soldiers winter equipment.

- g) It's just our luck that the funeral is at the same time as our holiday in Crete.

coincide

It's just our luck that in Crete.

- h) You haven't really explained exactly how the money disappeared.

account

Your explanation of the money.

- i) An ancient philosopher is supposed to have said these words.

attributed

These words an ancient philosopher.

- j) I'm sure Brian won't mind looking after the baby.

care

I'm sure Brian won't object the baby.

→ SEE ALSO

Grammar 18: Relative clauses
Grammar 19: Verbs + infinitive or -ing
Grammar 23–25: Phrasal verbs
Grammar 26: Consolidation 5

Explanations

It is assumed that a wide range of prepositions and their general use to describe time, place and position are already known.

This unit focuses on a selection of expressions. See Vocabulary section for more work in this area. Note that there may be other possible meanings for verbs and phrases given here, with different prepositions.

Prepositions following adjectives

- Of *afraid of, ashamed of, aware of, capable of, conscious of, fond of, full of, be good of* (someone to do something), *indicative of, irrespective of, jealous of*
- About *annoyed about, anxious about, certain about, excited about, pleased about, right about, serious about, sorry about, upset about, wrong about*
- With *angry with* (a person), *annoyed with* (a person), *bored with, commensurate with, connected with, be good at dealing with, happy with, incompatible with, obsessed with, pleased with, preoccupied with*
- At *angry at* (a person), *annoyed at* (a person), *be bad at, be good at, surprised at*
- On *keen on*
- To *addicted to, attentive to, grateful to, kind to, immune to, impervious to, indifferent to, liable to* (likely to suffer from), *married to, prone to*
- By *baffled by, bored by, detained by, distressed by, plagued by, shocked by, surprised by*
- For *early for, eligible for, famous for, late for, liable for* (legally responsible), *ready for, responsible for, sorry for*
- In *deficient in, experienced in, implicated in, interested in*
- From *absent from, derived from, different from, safe from, missing from*
- On *an authority on* (expert), *ban on, comment on, effect on, influence on, restriction on, tax on*
- To *access to, an alternative to, an attitude to, an exception to, a solution to, a threat to, a witness to*
- Over *be in authority over, have control over, be in dispute over something*
- With *contrast with, be in dispute with someone, encounter with, link with, quarrel with, relationship with*
- For *admiration for, craving for, credit for, cure for, desire for, disregard for, provision for, recipe for, respect for, responsibility for, room for, sympathy for*

Prepositions following nouns

Expressions
beginning with
prepositions

- In *in advance, in the balance, in all likelihood, in answer to, in any case, in charge of, in the charge of, in collaboration with, in comparison with, in comfort, in decline, in demand, in dispute, in distress, in the early stages, in earnest, in the end, be in favour of something, be in favour with someone, in fear of (being afraid of), in (good) condition, in harmony, in high spirits, in jeopardy, in one way or another, in practice, in recognition of, in response to, in short, in theory, in time, in trouble, in turn*
- With *with the exception of, with intent to, with regard to, with a view to*
- At *at any rate, at fault, at first sight, at the first/second attempt, at the end, at large*
- On *on average, on approval, on a regular basis, on behalf of, on the contrary, on good terms, on loan, on the market (for sale), on (its) merits, on offer, on purpose, on the verge of*
- Beyond *beyond belief, beyond a joke, beyond the shadow of a doubt*
- By *by coincidence, by mistake, by the time, by rights, by surprise*
- For *for fear of (because something might happen), for life, not for long, for the foreseeable future, for the time being*
- Out of *out of breath, out of control, out of danger, out of doors, out of focus, out of luck, out of the ordinary, out of pocket, out of practice, out of all proportion, out of reach, out of stock, out of work*
- Under *under age, under the circumstances, under control, under cover of, be under the impression that, under the influence of, under (a law), under an obligation, under pressure, under repair, under stress, under suspicion*
- Without *without a chance, without delay, without exception, without a word*
- After *after all*

Practice

Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given.

- a) We get on very well with our next-door neighbours.
 terms
 We are on (very) good terms with our next-door neighbours.
- b) Everybody wants Pauline as an after-dinner speaker.
 demand
 Pauline.....as an after-dinner speaker.
- c) After winning the match, the whole team was in a happy mood.
 spirits
 The whole team was.....because of their victory.
- d) I realised I had said something wrong.
 conscious
 I.....having said something wrong.
- e) You're not lucky today, I'm afraid.
 out
 You're.....today, I'm afraid.
- f) You can't get to the village because of the snow.
 access
 There's.....the village because of the snow.
- g) The meeting will probably be cancelled.
 probability
 The meeting will....., be cancelled.
- h) The students are living temporarily in a caravan.
being
 For.....the students are living in a caravan.
- i) I intend to discover the truth somehow or other.
or
 One.....I intend to discover the truth.
- j) The soldiers entered the castle while it was dark.
cover
 Under....., the soldiers entered the castle.

2 Put one suitable preposition in each space.

- a) Helen had great admiration *for* her history teacher.
- b) I'm afraid I'm not very good..... animals.
- c) The favourite dropped out of the race.....the early stages.
- d) I was.....the impression that you liked Indian food.
- e) The minister stated that no real alternative.....the plan existed.
- f) This town is famous.....its hand-woven carpets.
- g) Your performance this term contrasts very favourably..... last term's.
- h) Many young people become addicted.....drugs through ignorance.
- i) Apparently a number of army officers were implicated.....the plot.
- j) Carol doesn't have a very good relationship.....her mother.

3 Complete the text with one word in each space. The words you need are all taken from the beginning of the unit.

Well, welcome to the class everybody. I'm sure you're all dying to show me exactly what you're (1) *capable* of. I hope to see your faces at the pool a lot from now on. If you're (2)..... about swimming, you really need to be doing it on a (3).....basis, say two or three times a week - in addition to these teaching sessions. Now a bit about the course. In the early (4)....., we'll be working on the basics - breathing, body position and so on. Today we're going to work on putting the head underwater, with a (5).....to getting you all swimming correctly, with the head partly submerged. If you don't succeed at the first (6)....., don't worry. And please don't be (7)..... of the water - just try and relax. Eventually we'll progress to the big pool, but for the (8).....being, we're going to be in the small pool, where you can stand up and practise your techniques. Now, the warm-up exercises we're going to start with today are designed to get you out of (9)....., so keep your heads well clear of the water. These exercises may well be (10).....from anything you're used to, as we'll be doing some jumping and hopping in the water.

4 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given.

a) Speaking for my colleagues, I would like to thank you.

of

On *behalf of my colleagues*..... I would like to thank you.

b) I thought you had accepted his offer.

under

I was.....that you had accepted his offer.

c) Everyone was exhausted apart from Sally.

of

With....., everyone was exhausted.

d) I like to spend most of my time in the open air.

doors

I like to.....most of the time.

e) I don't think you mean what you say about disliking me.

serious

I don't think you're.....disliking me.

f) Nothing unusual ever happens here.

ordinary

Nothing out.....ever happens here.

g) I wish I knew what to do about this problem.

solution

I wish I knew what.....this problem.

h) You can walk to the station easily from the hotel.

within

The station is.....of the hotel.

i) Karen received a medal for her services to the country.

recognition

Karen received a medal.....her services to the country,

j) You have to pay your son's debts, as he is under age.

liable

You.....your son's debts, as he is under age.

5 Complete the text with a suitable preposition in each space.

David Peters, the Scottish long-jumper, has been awarded a knighthood in recognition (1) *...of.....* his services to charity and the world of athletics. Sir David, as he will be known, will be knighted by the Queen in a ceremony next week. Mr Peters, who retired from athletics last year, had a talent which was, quite simply, (2) *.....* of the ordinary. All his performances were, (3) *.....* exception, characterised by great effort and determination. He seemed to thrive on difficult situations, and it was when (4) *.....* pressure, that he produced his greatest performances. In later years, he became increasingly prone (5) *.....* injury, and last year, his talents evidently (6) *.....* decline, he failed to regain his Olympic long-jump title, and promptly retired. At his best, however, his jumping was sometimes (7) *.....* belief, and in his greatest year, 2000, he broke the world record no fewer than four times. In the late 1990s he was single-handedly responsible (8) *.....* bringing British athletics out of a severe slump with his inspirational performances and personal charisma. Peters was capable (9) *.....* great generosity, and once, famously, failed a jump deliberately in order to let his great rival, Aravan Sijipal, win on his farewell appearance. When being interviewed, Peters was also an exception to the rule, for he always tried to praise others rather than blow his own trumpet. A deeply religious man, he was (10) *.....* dispute with the athletics authorities on more than one occasion for his refusal to compete on Sundays. His anti-drugs campaign had a great effect (11) *.....* young athletes all over Britain, and throughout his career, he remained very conscious (12) *.....* what he saw as his public duty in this respect. Many charitable organisations have reason to be grateful (13) *.....* him (14) *.....* the time he devoted to raising money for their causes.

○ Underline the correct word in each sentence.

- a) Diane showed a complete disregard *for/with* her own safety.
- b) I was totally baffled *by/of* Tim's behaviour.
- c) For Romeo and Juliet it was love *at/with* first sight.
- d) They wouldn't let me in the pub because I was *below/under* age.
- e) Our house has been *in/on* the market for months.
- f) You are perfectly capable *for/of* making your own bed, I would have thought!
- g) We walked on tiptoe *for/from* fear of being discovered
- h) This is one of the exceptions *of/to* the rule.
- i) I am surprised *at/by* you, forgetting your briefcase like that.
- j) We met at the hotel completely *by/from* coincidence.