

1. Emparella o principio de cada frase co seu final.

Exemplo: 1-e *Dinner has already been served*

Beginnings	Endings
1. Dinner ...	a. ... have been hurt in a car accident.
2. Two people ...	b. ... has been elected.
3. A new president ...	c. ... have been opened in the past
4. A new species of frog ...	year.
5. The price of a bus ticket ...	d. ... has been increased again.
6. Three new schools ...	e. ... has already been served.
7. A new type of microchip ...	f. ... has been damaged by acid rain.
8. The statue ...	g. ... has been discovered.
	h. ... has been invented.

Respostas

1-e Dinner has already been served

2-a Two people have been hurt in a car accident.

3-b A new president has been elected

4-g A new species of frog has been discovered

5-d The price of a bus ticket has been increased again

6-c Three new schools have been opened in the past year

7-h A new type of microchip has been invented

8-f The statue has been damaged by acid rain.

2. Completa o espazo en branco coa opción (a, b, c, d) correcta

1. Nearly 350 concert tickets ...

- a. have been selling
- b. have being sold
- c. are be sold
- d. have been sold

2. The president ... to hospital for an emergency operation.

- a. taken
- b. being taken
- c. has been taken
- d. was been taken

3. Your documents ... and were posted back to you today.

- a. have been processed
- b. have being processed
- c. has been processed
- d. have been processing

4. How many languages... into?

- a. has this book translating
- b. was this book been translated
- c. has this book been translated
- d. this book has been translated

5. ... yet?

- a. Has this room been cleaned
- b. Has this room been cleaning
- c. This room has been cleaned
- d. Has this room being cleaned

6. Angela ... to the party.

- a. hasn't being invited
- b. hasn't been invited
- c. haven't been invited
- d. hasn't invited

Respostas

1. Nearly 350 concert tickets ...

- a. have been selling – Wrong – you need to use a past participle, not an –ing form.
- b. have being sold – Wrong – you need to use 'been', not 'being'.
- c. are be sold – Wrong – you need to use 'have been', not 'are be'.
- d. **have been sold** – Correct – this is the correct form of the present perfect passive.

2. The president ... to hospital for an emergency operation.

- a. taken – Wrong – you need to use 'has been' as well as the past participle.
- b. being taken – Wrong – you need to use 'has been' as well as the past participle.
- c. **has been taken** – Correct – this is the correct form of the present perfect passive.
- d. was been taken – Wrong – you need to use 'has' instead of 'was'.

3. Your documents ... and were posted back to you today.

- a. **have been processed** – Correct – this is the correct form of the present perfect passive.
- b. have being processed – Wrong – you need to use 'been', not 'being'.
- c. has been processed – Wrong – 'have' must agree with the subject.
- d. have been processing – Wrong – you need to use a past participle, not an –ing form.

4. How many languages ... into?

- a. has this book translating – Wrong – You need to use 'been', and you also need a past participle, not an –ing form.
- b. was this book been translated – Wrong – you need to use 'has' instead of 'was'.
- c. **has this book been translated** – Correct – this is the correct form of the present perfect passive.
- d. this book has been translated – Wrong – the words are in the wrong order.

5. ... yet?

- a. **Has this room been cleaned** – Correct – this is the correct form of the present perfect passive.
- b. Has this room been cleaning – Wrong – You need to use a past participle, not an –ing form.
- c. This room has been cleaned – Wrong – the words are in the wrong order.
- d. Has this room being cleaned – Wrong – You need to use 'been', not 'being'.

6. Angela ... to the party.

- a. hasn't being invited – Wrong – You need to use 'been', not 'being'.
- b. **hasn't been invited** – Correct – this is the correct form of the present perfect passive.
- c. haven't been invited – Wrong – 'have' must agree with the subject.
- d. hasn't invited – Wrong – 'been' is missing.

3. Escribe estas frases en pasiva

1. They serve breakfast at seven o'clock here.

_____.

2. The Ford company in the USA introduced the first mass-produced cars

_____.

3. 'Faulkner' buildings' has repaired these houses.

_____.

4. Somebody gave him my address.

He _____.

5. They used to make furniture by hand but now they don't.

_____.

6. The police is going to question two men

_____.

7. Professor Johnson is marking all the exams.

_____.

Respostas

1. Breakfast is served at seven o'clock here
2. The first mass-produced cars were introduced by the Ford company in the USA
3. These houses have been repaired by Faulkner buildings
4. He was given my address
5. Furniture used to be made by hand but now it isn't
6. Two men are going to be questioned by the police
7. All the exams are being marked by Professor Johnson

WRITING ACTIVITY: A narrative

A continuación tes un exemplo dun texto narrativo. Leo con atención e fai as actividades que aparecen a continuación.

SampleText

It was a warm, clear evening and the only noise we could hear was a soft breeze touching the leaves of the trees in the garden and the clean movement of the waves touching the sand nearby. My friends and I were spending a nice weekend at a hotel by the coast. Suddenly, the sky began to get dark. The wind started to blow intensely and immediately the sound of the waves splashing on the rocks was clear to us.

We looked upon the sky and after a while stared at each other in a scary way. We were eventually surrounded by thick black clouds which seemed to be covering us like huge bird wings. We couldn't move though. The rain started to fall heavily upon us, the leaves of the trees were waving roughly in the garden. Above us, flashes of lightnings struck the sky.

Time passed, we don't know how long, but after some minutes, perhaps some hours, darkness turned into lightday, rough noises changed into smooth ones. We were still sitting in the garden, completely dry. No sign of rain was around; the sea was moving softly, the leaves were quietly swinging in the trees.

It was a strange day with a certain touch of magic. Years later, we still remembered it without knowing exactly what had happened and how long it had lasted.

ACTIVITIES:

Antes de escribir o teu relato para que te familiarices cos textos narrativos, fai as seguintes actividades sobre o texto que tes de exemplo.

1. Anota as palabras ou expresións que indican secuencia e tempo narrativo.
2. Marca os adverbios e adxectivos que se utilizan para dar intensidade narrativa ao texto.
3. Suxire un título para o texto
4. Tomando o texto anterior como modelo, así como as pautas que tes no documento descargable sobre *Writing* (organización e vocabulario) e a lenda que tes no documento de *Reading comprehension*, trata de escribir un relato sobre algo que te sucedeu a ti.

Write a story that happened to you

Include:

- *Time and place setting as well as main characters.*
- *Description of the events in a chronological order*
- *Give an ending to the story*

POSSIBLE ANSWERS:

1.

*It was a warm, clear evening
My friends and I were spending a nice weekend
Suddenly,
after a while
eventually
Time passed,
after some minutes, perhaps some hours,
We were still sitting
It was a strange day
Years later, we still remembered it*

2.

*It was a **warm, clear** evening and the only noise we could hear was a **soft** breeze touching the leaves of the trees in the garden and the **clean** movement of the waves touching the sand nearby. My friends and I were spending a **nice** weekend at a hotel by the coast. Suddenly, the sky began to get **dark**. The wind started to blow **intensely** and immediately the sound of the waves splashing on the rocks was **clear** to us.
We looked upon the sky and after a while stared at each other in a **scary** way. We were eventually surrounded by **thick black** clouds which seemed to be covering us like **huge** bird wings. We couldn't move though. The rain started to fall **heavily** upon us, the leaves of the trees were waving **roughly** in the garden. Above us, flashes of lightnings struck the sky.
Time passed, we don't know how long, but after some minutes, perhaps some hours, darkness turned into lightday, **rough** noises changed into **smooth** ones. We were still sitting in the garden, completely **dry**. No sign of rain was around; the sea was moving **softly**, the leaves were **quietly** swinging in the trees.
It was a **strange day** with a certain touch of magic. Years later, we still remembered it without knowing exactly what had happened and how long it had lasted.*

3.

A strange mysterious evening

Vocabulary

1. I mos revisar vocabulario que se emprega en anuncios de traballo. Intenta emparellar o verbo con seu nome.

Exemplo: advertise a vacancy

advertise... (anunciar)

1. a vacancy (*vacante*)
2. a candidate (*candidato*)
3. applicants (*solicitantes*)

arrange... (organizar)

1. applicants
2. an appointment (*cita*)
3. a vacancy

interview... (entrevistar)

1. a candidate
2. a contract (*contracto*)
3. a short list (*listado de favoritos, listado breve*)

sign... (asinar)

1. a short list
2. a contract
3. a vacancy

draw up... (elaborar)

1. applicants
2. a vacancy
3. a short list

select... (seleccionar)

1. an appointment
2. a short list
3. applicants



Resposta

advertise

1. a **vacancy**: correct - companies advertise vacancies
2. a candidate: wrong - a 'candidate' is the person applying for a job
3. applicants: wrong - 'applicants' are the people who want the job

arrange...

1. applicants: wrong - 'applicants' are the people who want the job
2. an **appointment**: correct - to 'arrange an appointment' means to fix a time when people will meet
3. a vacancy: wrong - we don't usually 'arrange' a vacancy

interview...

1. a **candidate**: Correct - employers interview candidates to decide who will get the job
2. a contract: Wrong - you can't interview a contract
3. a short list: Wrong - you can't interview a short list

sign...

1. a short list: Wrong
2. a **contract**: Correct - if you decide to accept a job, you will sign a contract with your new employer
3. a vacancy: Wrong

draw up...

1. applicants: Wrong
2. a vacancy: Wrong
3. a **short list**: Correct - firms often draw up a short list of their favourite candidates before they make a final decision on who will get the job.

select...

1. an appointment: Wrong
2. a short list: Wrong
3. **applicants**: Correct - this means to choose from one of the people who has applied for the job

2. En moitos anuncios de traballo atoparás abreviaturas como as que aparecen na columna da dereita. Emparella as abreviaturas coa súa definición na columna da esquerda. Exemplo: 1-D per week: p/w

1. per week	A. (ref. no)
2. thousand	B. (inc.)
3. negotiable	C. (k)
4. reference number	D. (p/w)
5. per annum, yearly	E. (pro rata)
6. stamped addressed envelope	F. (neg)
7. as soon as possible	G. (c.)
8. approximately	H. (asap)
9. inclusive	I. (s.a.e.)
10. according to time worked	J. (p.a)

1. per week - *D. (p/w)*
2. thousand - *C. (k)*
3. negotiable - *F. (neg)*
4. reference number - *A. (ref. no)*
5. per annum, yearly - *J. (p.a)*
6. stamped addressed envelope - *I. (s.a.e.)*
7. as soon as possible - *H. (asap)*
8. approximately - *G. (c.)*
9. inclusive - *B. (inc.)*
10. according to time worked - *E. (pro rata)*

3. Cando te seleccionan para unha entrevista de traballo debes mostrar unha actitude positiva. Emparella as palabras da esquerda coas da dereita para conseguir frases clave impactantes.

Exemplo: 1-B, showing initiative

1. showing	A. colleagues
2. presenting	B. initiative
3. solving	C. ideas
4. controlling	D. objectives
5. achieving	E. deadlines
6. motivating	F. budgets
7. meeting	G. problems
8. creating	H. information

showing initiative (B)

1. presenting *information (H)*
2. solving *problems (G)*
3. controlling *budgets (F)*
4. achieving *objectives (D)*
5. motivating *colleagues (A)*
6. meeting *deadlines (E)*
7. creating *ideas (C)*

4. En inglés a palabra "career" non é equivalente a versión galega de "carreira", é a chamada **carreira profesional**. Emparella as definicións na columna esquerda coa expresión correspondente na columna dereita para ver os distintos significados deste termo.

Exemplo: Chances of future success in your career - *C. career prospects*

1. Chances of future success in your career	A. career move
2. The direction you hope your career will take	B. career break
3. A change you make in order to progress	C. career prospects
4. Time when you are not employed, perhaps when travelling or looking after children	D. career ladder
5. A series of promotions towards more senior	E. career plan



positions	
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Resposta

1. Chances of future success in your career - *C. career prospects*
2. The direction you hope your career will take - *E. career plan*
3. A change you make in order to progress - *A. career move*
4. Time when you are not employed, perhaps when travelling or looking after children - *B. career break*
5. A series of promotions towards more senior positions - *D. career ladder*