



1. *Answers will vary.*
2. *Answers will vary.*
3. *Answers will vary.*
4. *Simple past:* wanted, took over, required, oversaw
Past perfect: had done, had come
Past continuous: wasn't giving up
Past perfect continuous: had been working
5.
 1. had been trying, became
 2. died, took over
 3. led
 4. was studying, was giving
 5. had been helping, was
6.
 2. He was taking a nap
 3. she got tired of waiting
 4. everyone had heard about it
 5. Mr. Green was waiting for a phone call
 6. They had sent several messages to the company
 7. Nancy had been engaged to someone else
 8. they'd been expecting it for three weeks
 9. she was looking through the newspaper
 10. I had called the office three times
7. *Multiple combinations of verb tenses are possible. Possible answers below.*
 1. was considering / had been considering, dared
 2. said, was thinking / had been thinking
 3. started / had started, told
 4. heard, got
 5. was rolling, decided
8.
 1. enroll in, apply to
 2. apply for
 3. sign up for
 4. rejected by

5. take up
 6. switch to
 7. decide on
 8. accepted into
9. *Present perfect*: 've arrived, 've worked, have given up, have been, have never complained, has supported
Present perfect continuous: 've been dreaming, 've been training, 've been watching
10. 2. have been talking
3. has seemed
 4. have made
 5. haven't forgotten
 6. have been watching
 7. have seen
 8. have been
11. 2. correct
3. correct
 4. How many jobs has he applied for?
 5. correct
 6. Have you ever thought of a career change? / Have you been thinking of a career change?
 7. correct
 8. I haven't decided on a career yet.
 9. I've owned my car for a year now.
 10. correct
 11. correct
 12. I've been traveling around Italy for the past few months, and I've loved every minute of it.
12. 1. have achieved
2. have done / have been doing
 3. have been
 4. have tried / have been trying
 5. have learned
13. 1. ambitious
2. achievable
 3. pursuing
 4. unrealistic
 5. put off
 6. fulfill
 7. set a goal
14. *Answers will vary.*

15. Possible answers

1. You won't have to rack your brain for answers during the interview, and being prepared with some responses will make you more confident.
2. You should include information that highlights your qualifications for the job.
3. You should not be negative about your current job.
4. They might be uncomfortable bragging about themselves.
5. You should provide examples of specific times you have demonstrated each strength.
6. To choose a real weakness, but one which you are working to overcome.

16. Answers will vary.

17. Answers will vary.

GRAMMAR BOOSTER

A. 1. c 2. b 3. c 4. c 5. b 6. a 7. c 8. a 9. b

B. The following should be crossed out.

1. was bothering
2. used to work
3. was walking
4. was leaving
5. had been seeing
6. has studied
7. were waiting

C. Answers will vary.

D. 2. C

(also possible) I; The secretary remembered that she had left the file on Mr. Johnson's desk.

3. I; Do you have a few minutes to discuss our plans for the project?
4. I; John knows your brother because they went to school together.
5. C
6. I; This bag is really heavy. How much does it weigh?
7. C
8. I; I believe that it's important for family members to live near one another.
9. C
10. I; This sauce tastes a little too salty.

E. 1. has, is having

2. weighs, is weighing
3. see, am seeing
4. have, am having

5. think, are thinking
6. tastes, is tasting
7. am looking, looks

UNIT 2

1. *Answers will vary.*

2. *Possible answers*

1. Charlie admitted making a mistake. / Charlie took responsibility for drawing on the wall.
2. Sally expressed regret. / Sally admitted making a mistake.
3. Billy shifted the blame to Sally. / Billy avoided taking responsibility for the drawings on the wall.
4. Jane made an excuse for drawing on the wall. / Jane avoided taking responsibility for the drawings on the wall.
5. John took responsibility for the kids' actions. / John said he would make up for the mess they made.

3. 1. making fun of

2. that's not the worst of it

3. couldn't help myself, owned up to

4. make it up to

5. let things get out of hand

4. 1. F 2. T 3. T 4. F

5. *Possible answers*

2. He's making an excuse to avoid being punished by his boss.

3. He's making an excuse to avoid being punished by his father.

4. She's lying to avoid hurting the woman's feelings.

6. *Answers will vary.*

7. 1. who

2. who

3. when

4. whom

5. when

6. who, whose

7. which

8. where

8. *Answers will vary.*

9. 2. which I find annoying

3. which was OK, since I was busy anyway

4. which was very sweet of him

5. which I don't think is necessary

6. which I thought was unfair

10. 1. c 2. b 3. b 4. a 5. a 6. c

11. *Answers will vary.*

12. *Answers will vary.*

13. *Answers will vary.*

14. *Answers will vary.*

15. *Possible answers*

1. He donates blood regularly.

2. He is a donor because he donates blood. He is a humanitarian because he is dedicated to doing what he can to help others.

3. *Answers will vary.*

16. *Answers will vary.*

GRAMMAR BOOSTER

A. 2. X; The company for which I worked was very generous.

3. ✓

4. ✓

5. X; The First Avenue Market is one place where I've always gotten fresh fish.

6. X; Her ideas are ones that / which aren't very common.

7. X; Is that the teacher who / that / whom all the students have been talking about?

8. ✓

9. X; The author whose stories won the contest was previously unknown.

B. 1. all of whom

2. half of which

3. none of which

4. one of whose

5. a few of whom

6. neither of which

C. 2. *The Lion, the Witch, and the Wardrobe* was written by C.S. Lewis in 1950.

3. Those photos, proving the innocence of the defendant, have been turned over to the police.

4. People smoking inside the building may be fined.

5. Guadeloupe, an island territory of France, is located in the Caribbean Sea.

6. Any student breaking school rules will be punished.

7. The file holding all the documentation of the study was accidentally misplaced.

UNIT 3

1. *Answers will vary.*
2. *Answers will vary.*
3.
 1. You look like you've lost your best friend
 2. be in hot water
 3. got cold feet
 4. pulled the rug out from under
 5. just chill
 6. with all my heart
 7. take the plunge
 8. jump to that conclusion
 9. a big deal
 10. freak me out
 11. it's not the end of the world
 12. mark my words
 13. have a minor case of the jitters
4.
 1. a
 2. b
 3. a
 4. a
5.
 2. no matter how
 3. No matter who
 4. No matter when
 5. No matter what
 6. No matter where
 7. No matter why
6.
 1. so beautiful that
 2. so delicious that
 3. such a loud concert that
 4. so scary that
 5. such a good speech that
 6. so well that
 7. so messy that
 8. so quickly that
 9. such fresh lemonade that
7.
 1. So few
 2. so many
 3. so many
 4. so little
 5. so many
 6. so few
 7. so much

8. 2. such a pretty blouse that I think I'll buy it
 3. such a frustrating day that I'm glad it's almost over
 4. such an encouraging voicemail that I feel much better
 5. such bad weather that we canceled the party
9. *Answers will vary.*
10. 1. *(Possible answer)* Terry Fox's obstacles included cancer in his leg, trying to raise money for cancer research, running across Canada, and cancer in his lungs.
 2. *Answers will vary.*
 3. *Answers will vary.*
11. *Possible answers*
Marlee Matlin: had her handicap from a very young age, has inspired some controversy
Both: faced physical handicaps, were determined, overcame physical obstacles, inspire others
Terry Fox: got sick when he was older, died young, were generous, worked to help others
12. willing, willingly, willingness
 courageous, courageously, courage
 heroic, heroically, heroism
 fearless, fearlessly, fearlessness
 confident, confidently, confidence
13. 1. confidence
 2. bravely / courageously / heroically / fearlessly
 3. brave / courageous / heroic / fearless
 4. willing
 5. bravery / courage / heroism / fearlessness
 6. fearless
14. 1. *Answers will vary.*
 2. Rusesabagina was an exceptionally effective businessman, skilled at using his connections with the rich and powerful to keep his hotel running smoothly and to obtain the best of everything for his guests.
 3. *Answers will vary.*

GRAMMAR BOOSTER

- A. 1. I wonder why Jane is afraid to fly.
 2. Do you know when our guests will arrive?
 3. Can you tell me where the office is?
 4. Would you mind telling me how far it is to San Francisco?
 5. I don't know how the pilot landed the plane safely in the water.
 6. Do you think Mary is disappointed that she didn't get the job?

7. Let's ask if / whether we can stay after class.
8. I'd like to know how many people were at the event.
9. I can't remember if / whether I turned off the stove.
10. Let's ask Dana if / whether she'd like to come with us. / Let's ask if / whether Dana would like to come with us.

B. 1. cloud

2. box
3. loaf
4. ray
5. cup
6. clove
7. gust

C. 1. a piece of

2. a state of
3. a sense of
4. an act of
5. a sense of
6. a sense of
7. a piece of
8. a state of

D. 1. a 2. b 3. b 4. b

UNIT 4

1. 1. Get in shape.
2. Help others.
3. Spend more time with loved ones.
4. Manage your money.

2. *Answers will vary.*

3. 1. disorganized

2. a procrastinator
3. oversensitive
4. hot-tempered
5. negative
6. controlling
7. a perfectionist

4. *Answers will vary.*

5. *Possible answers*

2. Even if you don't mean to criticize Ellen, she still tends to feel hurt.
 3. Even if you tell Daniel his work is excellent, he will probably tell you how he'd like to improve it.
 4. Even if it's not a big deal, my boss will still make a big issue out of it.
 5. Whether or not I try to be organized, my room still ends up being a mess.
 6. Whether or not I had brought the issue up privately, Jen would probably still have overreacted.
6. 2. only if he
3. only if, will she
4. only if you
5. only if he
6. only if, will I

CHALLENGE:

2. Only if Tom works hard at it will he succeed in controlling his temper.
 3. Jennifer will get a promotion only if she gets more organized.
 4. Only if you make a big issue of it will your problem affect your career.
 5. Only if he thinks positively will Tony do well.
 6. I will remember to run that errand only if I write a note to myself.
7. 1. a 2. b 3. a 4. a
8. 2. What I love is getting surprised with flowers.
3. What you need is a day off.
4. What made Eileen happy were the dozens of people who visited her at the hospital.
5. What made me grateful was seeing so many people at the reception.
6. What I didn't expect were the many rules and regulations here.
9. 2. What surprises me is that James is so sensitive.
3. What she means is that you need to be more organized.
4. What I was trying to say is that I really appreciated your help yesterday.
5. What made us uncomfortable was that we didn't know anyone at the party.
6. What I think is that you need to be more easygoing.
10. 2. It's Yuki's perfectionism that annoys me.
3. It was the fact that you forgot your anniversary that made her angry.
4. It's Karl's negativity that bothers his co-workers.
5. It's good friends that make all the difference.
6. It's the final exam that's the most important.

11. Possible answers

1. When Joe gets angry at work, he holds it in. Then, when he gets home, he vents to his wife.
2. Beth takes short walks when she needs to let off steam. That helps her calm down.
3. After being badly treated by his boss, Luis finally lost his temper.
4. Maggie had a bad day at work, but she shrugged it off.

12. Possible answer

The woman learned not to blow her top at someone before allowing the person a chance to explain. There may be a good reason for the behavior that you don't know about. She decided that the next time she was about to lose her temper, she would hold it in until she knew all the facts.

13. Answers will vary.

14. Possible answer

1. A real friend is really there for you when you need help, not just with encouragement online.
2. Real friends can be there in person to support you, they can help you when you need it, and they love you despite your negative qualities.
3. A real friend actually does things that over time demonstrate her or his friendship.
4. They know only what you choose to post online, which are probably just the positive aspects of your personality.

15. Answers will vary.

16. Answers will vary.

GRAMMAR BOOSTER

A. 1. Although

2. Still

3. That is

4. Unless

5. Moreover

6. For instance

B. 1. Likewise

2. Whether

3. Nonetheless

4. Now that

5. Besides

6. As long as

7. In other words

8. so

C. 2. Karen has a good head for numbers; furthermore, she's very good at chemistry and physics.

3. Even though we're facing a big challenge, we're managing to stay positive.

4. Sharon is saving money right now so that she can buy a house in a few years.

5. Though I don't really like vegetables, I eat them because they're good for me. / I eat vegetables because they're good for me, though I don't really like them.

6. Lucia disliked the ring that her husband gave her on their anniversary, yet she wore it every day to avoid hurting his feelings.

D. *Possible answer*

2. what my friends like is listening to music at home.

3. what bothers me is someone chewing gum when they talk.

4. what they'd say is that I'm not very sensitive.

5. what I enjoy is watching sports.

6. what I'm looking forward to is seeing my friends.

E. 1. it was Janie who yelled at our boss.

2. unnecessary meetings that bother her.

3. it's from 7 to 8:30 that it's crowded.

4. it was Houston where they decided to have it.

5. it's because she's always late that I'm mad.

UNIT 5

1. *Answers will vary.*

2. *Answers will vary.*

3. *Answers will vary.*

4. *Direct Speech*

1. (Explaining a little about the method,) he said, "In a nutshell, laughter yoga is a combination of self-induced laughter, yoga exercises, yoga breathing, and stretching exercises."

2. He advised, "Start with a large group—the bigger, the better."

3. Dr. Kataria explained, "With a little bit of playfulness it becomes real laughter."

Indirect Speech

1. He has said that the idea for a laughter club came to him "like a divine light."

2. Most group members said that at first it felt strange to laugh for no reason.

Direct Speech Rewritten

1. (Explaining a little about the method,) he said (that) in a nutshell, laughter yoga was a combination of self-induced laughter, yoga exercises, yoga breathing, and stretching exercises.

2. He advised to start with a large group—the bigger, the better.

3. Dr. Kataria explained (that) with a little bit of playfulness it became real laughter.

5. 1. One woman reported (that) she had never laughed so hard in her life.
 2. A laughter yoga teacher advised me to let go of my inhibitions.
 3. A man admitted (that) he had been laughing to the point of crying!
 4. Before his first session, he thought (that) he couldn't make himself laugh in front of other people.
 5. An experienced member warned me (that) I might feel a little uncomfortable at first.
 6. After her first meeting, a woman said (that) she would be there again next week / the following week.
 7. Some laughter club members claim (that) the group has changed their lives.
 8. One doctor, who is also a club member, said (that) he / she was recommending laughter yoga to all his / her patients.
 9. The doctor insisted that laughter was good medicine.
 10. He said (that) he would join the health club if it didn't cost so much money.
6. 1. had heard
 2. was, the next day
 3. would be, that week
 4. he was
 5. couldn't wait
7. *Answers will vary.*
8. That's too much!
 I don't get it.
 that's pretty silly
9. 1. Ann asked if I thought that comedian was funny.
 2. Sophia asked if I was going to the party that night.
 3. Tom asked me how I remembered all those jokes.
 4. Maya asked Jake how many years he had been working there.
 5. Steve asked Hanna what time she was going swimming tomorrow / the next day.
10. 2. Mr. Jensen how he would get to the city the next day / how Mr. Jensen would get to the
 3. Alex how many children he had / how many children Alex had, (that) he had / has two boys
 4. Stu asked Ben how he could laugh at that childish movie / how Ben could laugh at that childish movie, (that) actually he thought it was really funny
 5. Dan how long he had been taking comedy classes / how long Dan had been taking comedy classes, (that) he had been taking them for two years
11. *Answers will vary.*
12. 1. c 2. b 3. a 4. b
13. *Answers will vary.*
14. *Answers will vary.*

15. *Possible answers*

2. Jane played a practical joke on Mark. Mark thought that Jane's joke crossed the line / was in poor taste.
3. Jack played a joke on people walking past his apartment. The people walking past his apartment were the butt of his joke.
4. The woman was a good sport. She can take a joke. She was the butt of Sue's joke.

16. *Answers will vary.*

GRAMMAR BOOSTER

A. 3. could expect - *circled word*: she

4. was, had left - *circled words*: her, he

5. was doing, was going - *circled word*: he

6. didn't know, hadn't heard - *circled words*: he, he

7. to give, wanted - *circled words*: her, he

8. would be able - *circled words*: she, them

9. wasn't, would have, would call - *circled words*: she, she, her, she, her, her

10. to move, was blocking - *circled words*: Steve, his, her

11. would move, finished - *circled words*: he, he

B. 1. Jackie asked Beth when she had seen Barbara.

2. Seth asked me if I could make it to dinner on Tuesday.

3. The teacher ordered the boy to put his books on his desk.

4. John promised (her) (that) she wouldn't be disappointed.

5. Jen told Ben to come to the party at her house on Friday.

6. The patient admitted that he / she hadn't filled his / her prescription yet.

7. My mom told me not to put too much sugar in her coffee.

8. Heather asked her sister whether (or not) / if she wanted to go shopping with her.

9. Steve said not to tell him that joke again.

C. 1. X; Hana told ~~to~~ her friend that she didn't find the movie funny.

2. ✓

3. X; Tori asked ~~to~~ Joe if he wanted to get something to eat.

4. X; My boss ~~said~~ me that I was getting a raise. / My boss said _^ me that I was getting a raise.

5. ✓

6. ✓

7. X; Yoshiko told _^ that the party would be on Friday. / Yoshiko ~~told~~ that the party would be on Friday.

D. *Answers will vary.*