ACTIVE AND PASSIVE VOICES:

• **Infinitivo Activo > Pasivo**

I don't like people to criticise me (I don't like to...)
He expects us to pay him for the CDs (He expects to ...)
Helen expects me to invite her (Helen expects ...)
I want Oxford University to accept me (... by Oxford University)
I am waiting for the manager to help me (be)
There is nothing more to do

• **OI Activo > Sujeto Pasivo**

My parents sent me to an English-speaking school (I...)
Sally's parents gave her a computer for her birthday (Sally...)
My mother didn't let me stay in the country (I...)

• **OI Activo > Sujeto Pasivo en Estructura "Acusativo + Infinitivo"**

I expect Sally to arrive at 5 (Sally is...)
People think she is a good singer (She...)
People consider him to be a genius (He is...)
They say that GS is giving a concert next month (GS is...)
People expect that the President will resign (The President...)
Cindy Crawford is said to be very attractive (People say...)

• **Verbos Preposicionales**

Thieves broke into our house (Our house...)
I will hand in this essay before Monday (This essay...)

• **Pasiva > Activa**

Temperature is measured by a thermometer (A thermometer...)
Children were prohibited from speaking Spanish (They...)
Problems of old age can be alleviated by encouraging ... (Encouraging...)
E. Sánchez was arrested, imprisoned and tortured in 1974

• **Verbos Modales en Pasiva**

Doctors will have to convince Americans to eat less (Americans...)
To attempt a full definition of culture we would need a book (A book...)
Language science will enable us to withstand extreme theories (We...)
Only from the air can one see Windsor Castle (Windsor Castle...)
She couldn't afford the Persian cat (The Persian cat...)
They ought to mend the roof (The roof...)
You must water the plants at least once a week (The plants...)

• Bedini has just published his discovery (Bedini's discovery...)
George has already phoned Tamy (Tamy...)
No state barred Spanish instruction

CONNECTORS:
• **As Well As**

Gorillas are intelligent. They are also very strong (as well as)

He plays the guitar and he also writes songs (As well as...)

• **Both, Neither**

Pam has a dog. Don has a dog too (Both...)

Mary couldn't lift the stone and Joe couldn't either (Neither...)

• **Tiempo**

First he did a climbing course. Then he climbed the Everest (After...)

We flew to Athens, and then we took the ferry to Crete (After...)

I spent 6 years at Secondary School and then I went to University (After...)

The staff were taught and then the project began (The project didn't begin until... had been taught...)

  * We finished our work. Then we went to the cinema (Once...)
  * The farmer started his tractor and began to plough the field (When...)
  * She finished writing her book and then published it (When...)
  * Bill had no money left at the end of his holiday (By...)

  * We arrived late at the wedding. The ceremony had began before we arrived (By the time...)

During our meal we discussed what to do at the weekend (While...)

During her husband's absence she was very lonely (While...)

During my time at University I made a lot of friends (While...)

The alarm went off in the middle of her phone conversation (While...)

• **Concesivas**

There was a terrible traffic jam. He arrived on time (Although...)

He searched everywhere, but he couldn't find the ticket (Although...)

Most animals survived the hard winter (Even though...)

Despite the age of the house, we managed to sell it (Although...)

Despite the doctor's advice, he played football last week (Even though...)

Although he has an English name, he is in fact German (Despite...)

Although her friends advised her not to do it, she would not listen (Despite...)

Although MN is very famous in Spain, she isn't widely known abroad (In spite of...)

We lost the match although we were the better team (Despite...)

We all enjoyed the walk, even though it rained heavily (In spite of...)

The dog barked all night, but we still managed to sleep (Despite...)

He is extremely rich, but very mean (In spite of...)

Mrs. Jones is 70, but she still goes for a run every day (In spite of...)

SS is unattractive, but he is a film star (In spite of...)

She accepted the job. The salary was very low (Despite...)

I didn't drink that much last night. I had a terrible hangover this morning (Despite...)

He came from a poor family. He became rich (In spite of...)

• **Causales**
I've laid the table, so you can sit down (As the table...)
The weather was fine, so we decided to go out (As...)
He got the highest marks in the class; as a result, he received a prize
(Since...)
The factory closed down as a result of so many strikes (As there...)
As they needed help, they made their way to a nearby village (They made... because...)
We still speak Italian at home, so I'm bilingual (I'm bilingual because...)
He left early because he wanted to avoid the rush hour (He left early in order...)
Joan eats very little so as not to put on weight (Joan eats very little because...)

RELATIVE CLAUSES:

• **NO COMMAS**
I bought some red wine. It tasted like ink (The red wine...)
He made a promise. He didn't keep it (... the promise...)
You heard a noise. It must have been the wind (The noise...)
I waved to a man. He is my manager (The man...)
We saw an actor on TV. What's his name? (... of the actor...?)
You lent me a pen. I'm afraid I've lost it (... the pen...)
The river is very deep. The river runs by my house (The river...)
The bus leaves at 7. My sister is too late to catch it (My sister is...)
The inhabitants of Concord have to pay only federal income tax (The only tax...)
He tells jokes. I don't like them (... the jokes...)
You wrote a letter. It never arrived (The letter...)
John sent Mary some flowers. She liked them (... the flowers...)
She met a man at a dance. She fell in love with him (... a man...)
That is the man. My best friend is going out with him (That is the man...)

• **COMMAS**
Some children did not select these programs. They were imposed on them
This author is now very popular. Nobody read him 20 years ago
This book costs $4. I paid only 2 cents for it
Torture is inhuman. It was normal in Chile during Pinochet's regime
My bicycle has been stolen. I left it there (My bike,...)
His evidence was proved to be false. No one doubted it at the time
My son starts school in September. He will be 5 years old next month
Your new flatmate used to be my best friend. He works in that office (Your new...)
London burnt down in 1666. It had to be rebuilt (London, ...)
Mary had been driving all day. She was tired
Mr. Smith died last week. He used to live next door to us
I can't understand why Tim doesn't wear glasses. He is very short-sighted
He studied Maths in **Salamanca**. Salamanca is famous for its university (He studied...)

*The Liverpool Express* was late. It should have arrived at 3

*The Titanic* was the largest ship ever made. It had a length of 300 m

*The last speaker* made a good speech. He had never spoken in public before

He grows flowers in his garden. He sells *most of* them

The lorry crashed into a house. It was carrying a heavy load

A relative has just left me money. I never met him

• **WHOSE**

This is Mr. Jones. His company exports to France (This is Mr. Jones, ...)

That man's daughter has an original Picasso painting (That is...)

That woman's son used to go to school with me (That is the woman...)

The teacher is very pleased. His students passed the test successfully (The teacher...)

• **WHERE - WHEN**

That is the office I work in (That is the office ...)

I study English in that school (That is the school...)

This is the house. My grandmother was born in it (This is...)

That is the gym. We used to practise aerobics there (That is the gym...)

He never forgot that bad meeting with Alice (...the bad day when...)

**I WISH**

• **PRESENTE (Pasado Simple)**

If only I had my family around me (I wish ... alone right now)

If only this job paid more (I wish I ...)

I wish I looked better (If only ...... such a mess)

It is a pity you are not here (If only you ......)

I really want him to stop gambling (I wish ...)

I'm sorry, but I can't help you now (I wish ..)

I'm sorry that we don't know each other better (I wish...)

She is unhappy because she is ill (She wishes ..)

I'm too young to vote (I wish...)

Ana doesn't understand how I feel (I wish ....)

You never brush your teeth after meals (I wish...)

• **PASADO (Pasado Perfecto)**

I'm sorry I argued with my friend yesterday (I wish .....)

I'm sorry that I didn't finish my homework last night (I wish...) We are sorry we didn't know about your accident before (We wish...) What a pity I broke the vase (I wish...)

I would have gone to the concert, but I didn't have a ticket (I wish...)

It was a pity she didn't insure the radio (She wishes...)

She should have called her parents earlier (I wish ...)

I should have learnt French at school (I wish...)

She knows it was a mistake to take drugs (She wishes ...)


Don didn’t remember our anniversary (Don wishes…)
• **FUTURO (Condicional Simple)**
  I would like to be a hero in the future (I wish…)
  People like Torrente shouldn’t exist (We wish people like Torrente…)

**CONDITIONAL SENTENCES:**

• **If … not > Unless**
  If they are not protected, the gorillas will soon disappear (Unless…)
  If he doesn’t work harder, he will lose his job (Unless…)
  If you don’t invite them, they won’t come (Unless…)
  If you don’t study harder, you will fail in English (Unless…)
  We’ll miss the train if we don’t hurry (Unless…)
  You will be ill if you continue to smoke (Unless…)
  If you keep on coming late to work, we’ll have to sack you (Unless…)
  Unless he tries harder, he won’t pass (If he…)
  I will lend you the money only if you promise to pay me back (I won’t…)
  I’m going to the party only if you go too (I’m not going…)
  I need a grant in order to study at university (I won’t…)
  We must go or we’ll be late (If we…)
• **By + Gerundio > If**
  You can get help by calling the emergency number (If…)
• **- so - > If**
  People burn coal in their homes, so the air is polluted (If …) II
  He doesn’t like his job, so he isn’t happy (If…) II
  She doesn’t do her homework, so she doesn’t get good marks (If…) II
  I can’t speak French, so I’m not going to live in France (If…) II
  We didn’t choose a book, so we didn’t have any problems (If we…) III
  He didn’t wear gloves, so the police caught him (If he…) III
  They didn’t follow the maps, so they got lost (If…) III
  I tore up the letter into pieces. Therefore, I couldn’t read it (If I…) III
    • If I had known all the facts, I wouldn’t have rung the police (As I…)
    • He was planning to go to university, but his father died (If…) III
• **In my opinion >If I were you II:**
  In my opinion, you should join a gym (If I …)
  In my opinion, you ought to rest for a few days (If I…)
  I advise you to look him straight in the eye (If I…)
  My advice to you is to call the police (If I…)
  My advice is: Take the train (If I…)
  You’d better not touch that button (If I…)
• **… so … that > If:**
  He was so pushy that he didn’t get the job (If…) III
• **- because > If:**
  He is exhausted because he keeps training for so many hours (If he…) II
  You can’t drive because you are not 18 yet (If you were…) II
I can't write to her because I don't have her address (If I...) II
I got wet because I forgot my umbrella (If I...) III
SS is a star because he didn't listen to the critics (If SS ...) III
I couldn't get in touch because you didn't tell me where you were (If you...) III
We didn't go on holiday because we didn't have enough money (If we...) III
I didn't know the answer because I hadn't read the book (If I...) III
* The Indian will probably die if he catches a Western disease (The Indian would die...)
* If you had a haircut, you'd look much better (If your hair...)
* We called the station; otherwise, we wouldn't have known the time of your train (If...) III
* She would have come to the party, but she had to work (If she...) III

PAST SIMPLE + LAST, AGO > PRESENT PERFECT + FOR, SINCE:

• FIRST, LAST
  The last time it rained was in March (... since March)
  The last time I had a job interview was 5 years ago (for)
  I last heard from him in July (I haven't...)
  We haven't seen this show for 2 months (The last time...)
  I haven't been to a museum since Easter (The last time...)
  I first met Dan in 1980 and we are still good friends (Dan and I have...)
  I haven't seen her at the disco before (It is the first time...)
  He has never played polo before (It is the first time...)
  I have never eaten snails before (It is...)
  I have never been to the ballet before (It is...)
  This fruit is a new experience (It is the first...)
• He learned how to sing when he was small (He has...)
  I played tennis when I was a young boy (I haven't...)
  He gave up smoking in 1993 (He hasn't...)
  Men started hunting elephants here 50 years ago (... for the last 50 years)
  We arrived in Spain 3 weeks ago (We have been ...)
  I came to study BA in London 2 years ago (I have...)
  Alan went to London 3 weeks ago (Alan has...)
  Tom came to Spain 1 year ago (Tom has...)
  John disappeared several weeks ago (John has...)
  She learnt to speak English 4 years ago (She has...)
  David bought the car some time ago and he still has it (for some time)
  I started to learn English 4 months ago (It is...)
  She hasn't sung live for years (It is years since...)
  I haven't been to the cinema for ages (It is...)
  I haven't had a holiday for ages (It is...)
  "Friends" has been on TV for 5 years (It is 5 years...)
* The post arrived 2 minutes ago (just)
* When did you first get to know her? (How long...?)
* When did Sue start learning Chinese? (How long...?)

**SO - SUCH**

- **SUCH > SO**
  She speaks with such a strong accent that people can't understand her (Her accent...)
- **SO > SUCH**
  His life is so dull (such)
  The weather was so warm that I didn't need a coat (It was such...)
  The road is so narrow that it is difficult for 2 cars to pass each other (It is such...)
  The lesson was so boring that she fell asleep (It was such...)
  The weather was so lovely that we went out for the day (It was such...)
  The film was so exciting (It was such...)
  Silvia is so beautiful that she could be a model (Silvia is such...)
  The book was so interesting (It was such...)
  The weather was so bad that we couldn't go sailing (The weather was not...)
* This is the best beer I've ever tasted (I have...)

**TOO - ENOUGH**

- **TOO > ENOUGH**
  He can't reach that shelf. He is too short (enough)
  The cat can't catch the mice. They run too fast (The mice...)
  The weather is too bad for camping (enough)
  The town was too small to be marked on the map (The town wasn't...)
  He speaks too quickly for me to understand (He doesn't speak...)
  The bridge is too narrow for trucks to pass (wide)
  He couldn't reach the button because it was too high (The button...)
  The window was very small. He couldn't get through it
  The suitcase was very heavy. She couldn't carry it
  These shoes are very small. I can't wear them
  That ice looks very thin. You can't walk on it
  The sea was very rough. We couldn't go swimming
  The postman came very late. We didn't get our letters
  It's very early. The children can't go to bed yet
  The soup is very hot. I can't drink it
  The man was very far away. We couldn't see his face clearly
  The window was very dirty. No one could see through it
* The office is quite near the station (The office isn't...)

**MODAL VERBS**
A) Modales Perfectos

- He isn't here. Perhaps he went out (He must ........)
- Nobody has come to the race (The race must ......)
- The car has stopped and won't move (We must ...)
- Our car looks so clean and shining (It must ........)
- I'm sure the decision was difficult to accept (The decision must...)
- I haven't got my driving licence. I'm sure I left it at home (I must/will ...)
- I told you to slow down, but you didn't (You should ...)
- It is too bad you didn't get a haircut before you applied for the job (should)
- Driving fast in town was a stupid thing to do (You shouldn't ...)
- It was a mistake to apply for that job (I shouldn't ...)
- It was wrong of her to punish that child (She shouldn't...)
- The police are stopping drivers on the road (There may ...)
- It's possible that she has already told him (She may...)
- She possibly lost her wallet in the bus (She may...)
- It is possible that she has had an accident (She may...)
- It's possible that Alberto tried to call you (Alberto may/might ...)
- It is possible the thief entered the house through the window (The thief could...)
- You had enough money, but still you didn't pay the bill (You could ........)
- I don't believe he stole the money (He can't .....)
- I don't think he caught measles from Sally (He can't...)
- Jerry didn't steal the jewels; he didn't know where the key was (Jerry can't...)
- I'm sure he didn't say that (He can't...)

B) Modales Simples

- I'm sure he isn't Spanish (He can't...)
- It isn't possible for me to see you tonight (I can't...)
- Is it necessary for me to pay for my ticket now? (Do I have to...?)
- There is no need to walk. John will give us a lift (We needn't...)
- It isn't necessary to buy me a gift (You needn't...)
- Special qualifications are not necessary (You needn't...)
- You must not smoke in here (Smoking...)
- Maybe my boyfriend is coming to see me tonight (My boyfriend...)

COMPARATIVES - SUPERLATIVES:

- Mum doesn't speak English as well as Dad (Dad speaks...)
- David didn't enjoy the film as much as Anne (Anne...)
- TVs don't cost as much as they used to (TVs cost...)
- Cats aren't as expensive to keep as dogs (Dogs...)
Fruit isn’t as fattening as cheese (Cheese...)
I can’t type as fast as you (You...)
Today domestic work is not so hard as it was in the past (In the past domestic work...)
The scale model of the ship was almost as big as the original (The original ship was...)
• Apples are cheaper than oranges (Apples are not...)
His canary sings better than mine (My canary doesn’t sing...)
The gazelle runs the fastest animal in the world (No animal runs...)
They understand more than we do (We don’t...)
• Is this the cheapest food you’ve got? (Have you got...?)
• I don’t have a bigger problem than pronunciation (My...)
I have never seen a dirtier-looking dog (This is...)
Students are always busier in June than in any other month (June...)
No one in the club can beat him at tennis (He is...)

MISCELÁNEA

• She paints really well (good at)
• Simple questions cannot be answered simply and shortly (.... way)
• They are learning to ski (lessons)
• Celebrities brighten our lives (make)
• This kind of activity bores me (I’m bored...)
• The firemen managed to rescue them (The firemen were...)
• An occult quality distinguishes man from animals (What...)
European tourists are surprised by the size of the USA (What surprises European tourists...)
Culture is transmitted through parents (It is through parents ...)
• I like westerns more than thrillers (I prefer...)
She prefers staying at home to going to the cinema (She’d rather...)
I like travelling by train more than going by air (I’d rather...)
It is better if we cook instead of eating out (I’d rather...)
• He is a talented footballer and an excellent tennis player as well (Not only...)
• Our boss insisted that we all wore a uniform (Our boss made...)
• His flat is still for sale (Nobody...)
The radio is still broken (The radio hasn’t...)
• I didn’t feel well and ate almost nothing yesterday (anything)
There isn’t anything in the fridge (There is...)
People don’t live in the castle any more (The castle used...)
• Few of our friends were there (Not many...)
I don’t know much about computers (I know...)
• SAXON GENITIVE: This house belongs to the Johnsons (This is ...)
The son of Mr. and Mrs. Smith is at home (Mr. ...)
QUESTIONS FOR THE UNDERLINED WORDS:

- **SUJETO**
  - Paul collected the rubbish
  - Pinochet has remained under police guard
  - Journalists have it easier than most people
  - Bob and I are going shopping
  - My boyfriend is also coming to the party
  - Mary sells designs to companies in Spain
  - Obesity affects millions of people (2)

- **OD**
  - I met Tom in the street
  - The robbers planned to rob a bank
  - I told John to come here

- **OC**
  - I'm waiting here for Mary
  - I'm going to ape all my money on clothes
  - This book belongs to Stephen
  - Air pollution is caused by chemicals
  - Yes, I buy CFC-free deodorants
  - Ellen and Sheila are working on their project

- **OC CAUSA**
  - He hasn't phoned because her phone is out of order
  - We couldn't go out because there were riots in the city

- **OC LUGAR**
  - They are going to spend their holidays in England
  - They will leave the baby at the police department

- **OC TIEMPO**
  - In the 50s Spanish effectively became America's L2
  - That TV series begins in a few days
  - The next train leaves at 7.30
  - I have studied English for 2 years
  - I have been driving since 1996
  - I go to the hairdresser's every 2 months

- **OC MODO**
  - I go to work by train
  - I did my homework carefully
  - My grandmother is 90 years old
  - My grandson weighs 20 pounds
  - I have got 2 brothers (and 2 sisters)
  - Ten students were absent
  - I like action films, horror films and comedies
  - Paul's cousins are coming
CAUSATIVE HAVE & GET:

- The chapel was decorated by Italian artists (The King...)
- The garage is servicing my car on Monday (I am...)

Does the garage service your car very often? (Do you...?)
That woman varnishes my nails (I...)

NEED/WANT+GERUND
You need to clean your car (Your car needs cleaning)
You should get your hair dyed (Your hair needs...)

INFINITIVES AND GERUNDS:

- The policeman told us to put locks on the door (He suggested...)
I advise you not to go there (avoid)
I didn't give him the information (I denied...)
- He really thinks that he'll get the star role in the film (expects)
I'm looking forward to seeing you next week (hope)
Getting up early doesn't suit me at all (I'm not used to...)
- I'm sorry I arrived late (I apologise...)
I'm sorry I didn't ring you (He apologised...)
I am really sorry I forgot your birthday (I'd like...)
  I'm sorry I spent so much money (I regret...)
  I feel that it was a mistake to write the letter (I regret...)
I'm sure that I paid for that coffee (remember)
- Knowing English is useful (It is...)
Driving a car is fun (It is fun...)
Finding a flat isn't easy (It isn't...)
It is worth asking about holidays (It pays to...)
- They spent 30 years putting those windows (It took...)
You won't reach the station in lesss than 20 minutes (It will take...)
- I don't mind helping out (glad)
I would like you to help me put the chairs away (Do you mind...?)
I can't play the piano very well (I am not...)
Do you want to book a holiday? (Are you interested...?)
He really wants to get this job (interested)
Have you ever wanted to become a model? (considered)