



**NEW TITLES TEST IT, FIX IT**

**English Verbs and Tenses  
English Grammar  
English Vocabulary  
Business Grammar  
FCE Grammar**

PRE-INTERMEDIATE AND INTERMEDIATE  
Kenna Bourke

**The series which enables learners to see their mistakes and also how to correct them.**

Learners test their grammar or vocabulary, check their answers, then test themselves again. Feedback on every answer means students really learn from their mistakes.

- \* A test, answers with grammar notes, and a second test on the same topic in each four-page unit.
- \* Twenty topics in each book.
- \* Twenty 'Review' pages, which make a mini-reference book once all the tests have been completed.
- \* Written for self-study and also suitable for use in the classroom.

**Natural Grammar**

Winner British Council UK ELT Innovation Award

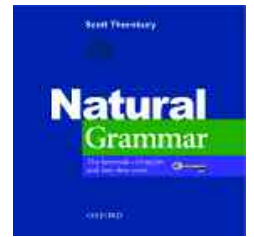
INTERMEDIATE TO ADVANCED  
Scott Thornbury

**From word to phrase to sentence, this lexical approach to grammar builds natural idiomatic English.**

*Natural Grammar* shows you how one hundred important English keywords work, the phrases they generate, and the links they make. The emphasis is on natural-sounding language. Plenty of practice is provided in language building.

- \* 100 double-page spreads with explanations and exercises.
- \* Reference area with four clear sections: definitions, grammar patterns, collocations, and set phrases.
- \* Examples of real language from corpus research.
- \* Varied exercises which practise and expand the learner's language.
- \* Idioms and natural phrases.
- \* Language notes on usage.

438624 4 Natural Grammar



Reduced sample pages from *Natural Grammar*

**Fix it**

**Answers to Test it**  
Check your answers. Wrong answer? Read the right Fix it note to find out why.

a rains	is raining	→ A
b correct		→ C
c Are you speaking		→ C
Do you speak		→ C
d correct		→ B
e I'm not wanting		→ B
don't want		→ B
f watches	's watching	→ A
g correct		→ A
h drive	'm driving	→ A
i correct		→ E
j are hitting	hits	→ E
k are ... doing		→ A
l are waiting		→ A
m studying		→ E
n don't go		→ E
o Does ... understand		→ E
p play		→ A
q is having		→ A
h is getting		→ A
i Do ... wear		→ E
j isn't working		→ D

**Answers to Test it again**

a are you catching		→ A
b drive		→ A
c are you cooking		→ A
d make		→ A
e isn't working		→ B
f think		→ A
g is working		→ A
h is he working		→ A
i doesn't agree		→ B
j he's preparing		→ A

**Fix it notes**

**A** Use the present continuous to talk about things that are happening now and things that are changing or developing.

**B** Use the present simple to talk about habits and routines.

**C** Use the present simple to talk about things that are permanent or always true.

**D** Use the present continuous to talk about things that are temporary.

**E** Usually use the present simple (not the present continuous) with certain verbs, e.g. *like, love, understand, want*, etc.

For more information, see the Review page opposite.

Reduced sample page from *Test It, Fix It English Verbs and Tenses Pre-Intermediate*

**want**

**Collocations**  
Adverbs that frequently occur with want are always, just, never, and really.  
I just wanted to have a good time.  
I've always wanted to visit Japan.  
I really wanted this particular Apple when I went to the shops.

**Grammar patterns**

**1 want | + noun phrase | + to-infinitive**  
I want a big holiday.  
What do you want for dinner?  
They say they want to travel in the gaps.  
I want to know.  
- to express a wish or need for something (of life ... itself)  
- to ask for ... (to be provided)

**2 want | + to-infinitive**  
Do you want to go for a drink? - No, I don't really want to at this time.  
I wanted to phone but I didn't have my mobile.  
I've been wanting to meet you.  
- to express a wish or need to do something

**3 want | + noun phrase | + to-infinitive**  
They wanted me to go to the police station.  
I don't want to appear in any newspaper with this case.  
- to talk about needs or wishes involving other people

**4 want | + noun phrase | + past participle/adjective**  
Do you want me to post these letters?  
I want you to check their work.  
- to offer to do things, or to ask people to do things

**5 want | + noun phrase | + past participle/adjective**  
I've spent this month photographing and writing about our children.  
I want the living room nice and tidy before the guests arrive.  
- to say you want to do something to be done

**Exercises**

**1** Classify these sentences into **want** according to their grammar pattern (1-4). There are three of each pattern.

a Do you want to borrow my car?  
b He didn't want to go to the party.  
c We want to visit the old town in order to enjoy the things we can see there.  
d All children - (conventional) and especially - want quiet.  
e I need a job done and I want it done properly.  
f I want to apologise. I should have been here in April, you see.  
g I'd love your home. If you want a 'bribe', I have some cheap things I want to do.  
h I'm sure you'd find what you want amongst this lot.  
i I've never wanted to come and see you see top a company's financial status.  
k Do you want someone to come and tidy your flat?  
l She'd always want to have a red dress.

**2** Put the word in brackets in the correct place in the sentences.

a I'd like you to marry me.  
b I need to come with us?  
c I want to go to university.  
d They wanted to sign a contract.  
e I just want the books back on the shelves.  
f I want to know what is a lot of noise.  
g I just want you to sit down and be quiet.  
h I always want to be a cook.  
i What really want is a glass of wine.  
j I wanted to see what the train was like.

**3** Note that **want** does not usually take the continuous form.

**4** Decide which of these sentences are correct, and then correct the incorrect ones.

a I want that you return my money.  
b What are you wanting to eat?  
c I don't want that they enter their shoes in the house.  
d Tell Christine that she is invited on the phone.  
e The police want you not to park here.  
f A sandwich is wanted by the boys.  
g I'm wanting that you don't smoke in here.  
h What do you want that do?

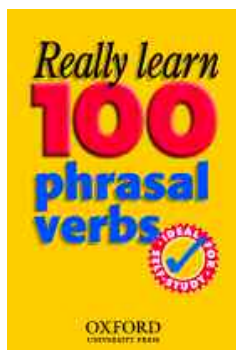
**5** Here are some scrambled **want** items with **want** or **wanted** in **want** tel. Can you unscramble them?

a I want to see you (The Beatles)  
b I want to see you (The Beatles)  
c I want to see you (The Beatles)  
d I want to see you (The Beatles)  
e I want to see you (The Beatles)  
f I want to see you (The Beatles)  
g I want to see you (The Beatles)  
h I want to see you (The Beatles)  
i I want to see you (The Beatles)  
j I want to see you (The Beatles)  
k I want to see you (The Beatles)  
l I want to see you (The Beatles)  
m I want to see you (The Beatles)  
n I want to see you (The Beatles)  
o I want to see you (The Beatles)  
p I want to see you (The Beatles)

**Test it, Fix it**  
English Verbs and Tenses  
438073 4 Pre-Intermediate  
438074 2 Intermediate  
English Grammar  
438620 1 Pre-Intermediate  
438621 X Intermediate

**New**  
English Vocabulary  
438997 9 Pre-Intermediate  
438998 7 Intermediate  
New  
Business Grammar  
439205 8 Pre-Intermediate  
439206 6 Intermediate

**New**  
FCE Grammar  
439207 4 Use of English  
439208 2 Topic Toolkit



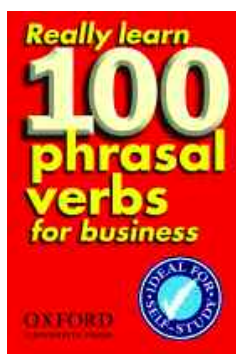
## Really Learn 100 Phrasal Verbs

INTERMEDIATE

A teach-yourself workbook to help learners gain a thorough understanding of the meaning and grammar of 100 essential phrasal verbs through examples and guided practice.

- \* Each page focuses on one verb – every page follows the same format for ease of use.
- \* Verbs are organized by particle so learners can see patterns and the phrasal verbs seem more logical.
- \* 'Build Your Vocabulary' section gives information about related nouns and adjectives, synonyms and opposites, and other important meanings of the verb.
- \* Recycling and revision pages build confidence.
- \* Answer key for reference or revision.

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## Really Learn 100 Phrasal Verbs for Business

INTERMEDIATE

A companion volume to *Really Learn 100 Phrasal Verbs*, focusing on 100 phrasal verbs that are commonly used in business.

The book teaches the verbs by first presenting each one in authentic contexts and then giving learners opportunities to practise them.

- \* Each page focuses on one verb.
- \* Graphs, diagrams, and illustrations help learners understand and remember.
- \* Review pages consolidate learning.
- \* The answer key forms a mini reference dictionary.

New  
431696 3 Really Learn 100 Phrasal Verbs for Business

→ See also  
Oxford Business English  
Dictionary  
PAGE 95

Reduced sample page from Really Learn 100 Phrasal Verbs for Business.

**9 break something down (into something)**

**STUDY**  
Read these sentences carefully.

- 1 I have broken the sales figures down into regions.
- 2 The software breaks down the results for rates and discounts.
- 3 The job's cost is broken down into six smaller tasks.
- 4 The data was broken down into six different categories.

**CHECK**  
Use the sentences in the Study box to help you do these exercises.

<b>MEANING</b>	<b>GRAMMAR</b>
1 a machine is broken down into very cheap parts	1 Which of these are grammatically possible?
2 detaching it by cutting it into small pieces	a I will break down the sales results.
3 divide it into smaller pieces so that it is easier to do or understand?	b I will break them down.
	c I will break down them.
	d The sales results broke down.
	e The sales results were broken down.

→ Now check your answers on p. 200.

**Practise**

1 Match the two halves to make complete sentences.

a The secretary can be broken down into	1 6 different departments.
b The structure of the company is broken down into	2 six separate tasks to see how busy the list is.
c If you break production costs down to	3 separate sections according to the type of industry.
d He broke the project down into	4 several stages.
e Let's break the PPAs (dates) down into	

2 Read the text and find and underline two verbs that could be replaced by a form of **break down**. Then correct and rewrite the sentences below the text using a form of **break down**.

Henry Ford's most famous car was the Model T. In order to make this car, he presented a new system of production, the assembly line. On Ford's assembly line, the manufacture of a car was divided into 64 simple tasks done by a different worker. By separating car production in this way, he was able to speed up production and reduce labour costs. In the process, he started a revolution in manufacturing.

- \* On an assembly line, production is divided into a few complex tasks.

3 Ford separated the production of the Model T into 64 tasks.

→ Now check your answers on p. 200.

**Build your vocabulary**

**RELATED WORDS** **NOISE**: a breakdown (in discussion of something larger into smaller parts.) (This noun is usually singular.)

- \* Can you give me a breakdown of the sales figures by industry?

## NEW EDITION Oxford Phrasal Verbs Dictionary

for learners of English  
Second Edition

INTERMEDIATE AND ABOVE  
B1–C2

This new edition will give students help with synonyms, allowing them to decide whether a phrasal verb or a single-word verb is the more appropriate choice.

- \* The information students need to understand over 6,000 common British and American phrasal verbs and use them correctly.
- \* Clear, simple definitions, with examples to show how phrasal verbs are used.
- \* Shows common subjects and objects to help learners use the verbs appropriately.
- \* 25 pages of tips and photocopiable exercises for practice.
- \* 'Guide to the Particles' explains the most important meanings of the main adverbs and prepositions used in phrasal verbs.

New Edition  
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for learners of English

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- \* Origin notes explain where many of the idioms come from.
- \* Usage notes help with more difficult items of vocabulary and other language features.
- \* Fun illustrations help make idioms easier to remember.
- \* 23 pages of photocopiable tasks and activities for use in class or for self-study.

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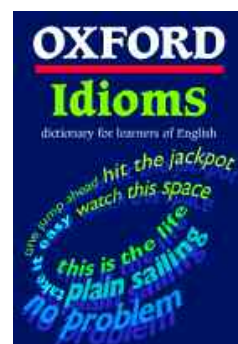
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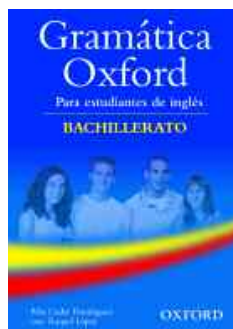


### Gramática Oxford ESO

ESO  
Pilar Cuder Domínguez, Manuela Matas with Raquel López

Written by Spanish teachers, the *Gramática Oxford ESO* covers all the grammar included in the *enseñanzas comunes* for all four levels of the ESO.

430918 5 Gramática Oxford ESO  
Student's Answer Key  
Teacher's Tests & Answer Key



### Gramática Oxford Bachillerato

BACHILLERATO  
Pilar Cuder Domínguez with Raquel López

Written by Spanish teachers, the *Gramática Oxford Bachillerato* covers all the grammar included in the *enseñanzas comunes* for both levels of Bachillerato.

430919 3 Gramática Oxford Bachillerato  
Student's Answer Key  
Teacher's Tests & Answer Key

#### Clear and easy-to-understand explanations in Spanish

The explanations in Spanish –written by ESO and Bachillerato teachers– pay special attention to those aspects which Spanish-speaking students find most difficult.

#### A step-by-step approach to teaching each grammar point

Students are led step by step to a complete understanding of each grammar point through practice activities which gradually become more demanding.

#### A varied range of exercises which get students thinking

The authors have taken great care to provide students with a wide variety of exercises. In addition, the practice activities are designed to encourage students to think rather than just to follow a formula.

#### Extra units for grammar extension

Extra units, designed for more advanced students, cover grammar points which go beyond those included in the *enseñanzas comunes*.

#### Frequent opportunities for students to revise

Revision units give students the opportunity to consolidate and check their knowledge of the points covered.

#### Colour-coding in the Gramática Oxford ESO

For ease of use, units which cover first cycle ESO grammar are highlighted in red, and those which cover second cycle grammar are highlighted in green.

#### Tests & Answer Key

The Teacher's Tests and Answer Key contains a full range of tests together with answers to all the exercises. The Student's Answer Key contains answer to all the exercises. Class sets for students are available on request.

## 44 Los modales (4): must, mustn't

En español utilizamos DEBER seguido de otro verbo para referirnos a las obligaciones. En inglés se utiliza **must** en afirmativa y **mustn't** en negativa.

**Afirmativa** I/You/He/She/It/We/You/They **must** go home. (Debo, debes, ... ir a casa.)

Utilizamos el modal **must** seguido de infinitivo sin 'to' para:

Expresar obligación y para acciones que son necesarias (debes tener que).	You <b>must</b> pay attention in class. (Debes prestar atención en clase.) I <b>must</b> leave now, or I'll miss my train. (Debo irme ahora, o perderé mi tren.) He <b>must</b> be leaving now.
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**Negativa** I/You/He/She/It/We/You/They **must not/mustn't** be late. (No debo, debes, ... llegar tarde.)

Utilizamos el modal **mustn't** seguido de infinitivo sin 'to' para:

Expresar prohibiciones y para acciones que es importante NO hacer (no debes): You <b>mustn't</b> touch the animals. (No se debe tocar los animales.) I <b>mustn't</b> forget my passport. (No debo olvidarme el pasaporte.)	
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**Must** y **mustn't** pueden utilizarse sin cambios para acciones del presente y del futuro:

<b>PRESENTE</b> I'm tired. I <b>must</b> go to bed. (Estoy cansado. Debo irme a la cama.) You <b>mustn't</b> speak to her now. (No debes hablarle ahora.)	<b>FUTURO</b> You <b>must</b> buy your ticket tomorrow. (Debes comprar tu billete mañana.) I <b>mustn't</b> miss my plane next month. (No debo perder mi avión el mes que viene.)
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### Ejercicios

**A** Completa estas frases con **must** o **mustn't**.

- You mustn't cross the road without looking. It's dangerous.
- The exam is next month. I must work harder.
- You mustn't forget your umbrella. It's going to rain.
- We must stay here any longer. We must go to the station now, or we'll miss our train.
- You must learn to swim before you go sailing.
- I mustn't phone John tonight. I haven't spoken to him for a long time.
- You mustn't listen or you won't understand.

**B** La madre de Henry quiere que él cambie de vida. Usa frases para cada dibujo utilizando las expresiones de la tabla y **You must/mustn't**.

Study at night run every morning dress smartly watch TV all day smoke visit my grandmother sleep in the afternoon dance all night									
--	--	--	--	--	--	--	--	--	--

**C** El 'Hotel Strict' tiene muchas normas. Utiliza la información de la tabla para hacer frases con **must** (obligaciones) y **mustn't** (prohibiciones).

	Yes	No
Leave your key at reception when you go out.	✓	✗
Take food into your room.	✗	✓
Pay for your room when you arrive.	✓	✗
Make noise after 10 p.m.	✗	✓
Smoke in non-smoking rooms.	✗	✓
Use the stairs in case of fire.	✓	✗

0 You **must** leave your key at reception when you go out.  
1 You            food into your room.  
2            for your room when you arrive.  
3            noise after 10 p.m.  
4            smoke in non-smoking rooms.  
5            the stairs in case of fire.

**D** Traduce estas frases.

0 Debes cobrar los libros ahora. You must clear your books now.  
1 Hay que venir a clase.  
2 Está prohibido traer comida a clase.  
3 Es obligatorio asistir a todas las clases.  
4 Es necesario que llegas antes del mediodía.  
5 Tengo que irme.