

Day 9

Vocab Review

Fill in the blanks.

1. I would like to thank you for your **prompt** reply.
2. Mandy has frequently requested a **cubicle** away from the air conditioner.
3. A **vendor** is selling food in a market.
4. **Vending** machines are located in the corner.
5. He's pushing a **wheelbarrow**.

● Select the best answer to complete the sentence.

1. Even relatively low amounts of air pollution can a community's health.
(A) affect (B) effect (C) affects (D) **effects**
2. There has been progress with the design of our new ad posters.
(A) signify (B) **significant** (C) signification (D) significantly
3. The Singapore dollar has gradually strengthened the US dollar.
(A) in (B) at (C) **against** (D) from

Part 5 Grammar Items; Pronouns (2)

1. Skill Building Exercise

1. The manager andare working hard on the budget problems
(A) me (B) mine (C) **I** (D) my
2. By registering your software with us, we will be able to provide with information on updates and future releases.
(A) **you** (B) your (C) yours (D) yourself
3. Small business owners can often respond quickly to new economic trends because of extremely focused customer bases.
(A) they (B) them (C) **their** (D) theirs
4. You should give a holiday from time to time.
(A) you (B) your (C) yours (D) **yourself**

5. Mr. Goodall will need to make copies of all of the receipts, so it is advisable for you to keep in one file.

- (A) him (B) it (C) us (D) **them**

6. Please inform us of your availability for next week so that can set up an interview as soon as possible.

- (A) **we** (B) our (C) us (D) ourselves

2. Practice Test

1. Workers can help make the company more eco-friendly by recycling ----- wastepaper at the office.

- (A) theirs (B) **their** (C) them (D) they

2. Mary was promoted to assistant manager a few months ago, and ----- is now ready to apply for a top managerial position.

- (A) herself (B) her (C) hers (D) **she**

3. A widely used logo helps a company retain its customers by reminding the public of ----- presence in the market.

- (A) **its** (B) they (C) it (D) them

4. In acknowledgement of Professor Lancey's outstanding contribution to ----- corporation, he will be awarded the Institute of Economics' top award at next week's formal dinner.

- (A) us (B) we (C) **our** (D) ours

5. We hope to sendtax documents to you by the end of the month.

- (A) you (B) **your** (C) yours (D) yourself

6. Although Zimmerman has been successful at his job, he does not consider an expert.

- (A) he (B) his (C) him (D) **himself**

7. Sales department members must obtain permission from supervisors before applying for travel reimbursement.

- (A) they (B) them (C) **their** (D) theirs

8. Customers who register for a membership card can get a ten per cent discount on first purchase.

- (A) they (B) them (C) **their** (D) theirs

9. Meiji Electronics did not hire additional help because the research manager is certain that he can complete the project by

- (A) he (B) his (C) him (D) **himself**

10. Mr. Lee will travel to the management seminar in London on

- (A) he (B) himself (C) him (D) **his own**

1. Skill Building Exercise A

Example 1



- A. The man is removing something from the window. - **F**
- B. The man is repairing the kitchen plumbing. - **T**
- C. The man is wearing protective clothing. - **F**
- D. The man is walking in the kitchen. - **F**

Example 2



- A. They're spreading a cloth on a table. - **F**
- B. The chairs have been pushed in. - **T**
- C. The tables are being set. - **F**
- D. Waiters are serving beverages to the customers. - **F**

2. Skill Building Exercise B Answers are given during the lesson.