Making Sense of Phrasal Verbs

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### Reference section
Making Sense of Phrasal Verbs presents a selection of the most useful and frequently used phrasal verbs in the English language. It avoids the use of grammatical classifications because such classifications are often more complicated and difficult than the phrasal verbs they are used to teach. Instead, the aim is to increase the learner’s confidence by presenting phrasal verbs in a lively and straightforward way using illustrations and question-prompts.

Making Sense of Phrasal Verbs can be used for self-study, for pairwork, for conventional class or group teaching, and as a reference book. It is intended for intermediate students of English as a second or foreign language. Students studying for the First Certificate Examination will find the book especially useful.

The book contains twenty units, each of which introduces and practises six separate phrasal verbs. At the back of the book there is a reference section in which the phrasal verbs are listed in alphabetical order.

Illustrations and question-prompts
Each phrasal verb is introduced using illustrations and question-prompts. The question-prompts are designed to focus the learner’s attention and help him or her make an informed guess at the meaning of the phrasal verb. The guess is expected to take the form of a paraphrase or synonym. The learner is not expected to produce a dictionary-type definition.

Reference section
The reference section contains an alphabetical listing of all the phrasal verbs presented in the book. Each entry includes:
- a list of words and phrases that can be used with the phrasal verb
- a clear definition
- a context sentence or sentences related to the introductory illustrations
- easy to read structural information showing the positioning of noun phrases and pronouns

Practice section
Each unit has a practice section consisting of a variety of exercises. The exercises are very controlled to begin with and then gradually lead to free-production. All six phrasal verbs in the unit should be studied first before the practice section is done.
A NOTE ON PHRASAL VERBS

A phrasal verb is a compound verb formed by one of the following combinations: (1) verb and adverb; (2) verb and preposition; or (3) verb with both adverb and preposition. Phrasal verbs are an essential part of the English language - especially the spoken language. Simple combinations like sit down and stand up cause the learner few problems. The difficulties begin when the combination is 'idiomatic': that is, when the meaning of the combination as a whole (i.e., the phrasal verb) is different from the meanings of its separate parts. The learner may, for example, know the meaning of the verb break and the meaning of the adverb down, but this knowledge will not help him or her to understand the different meanings of the phrasal verb break down. All the phrasal verbs in this book are idiomatic, and each different meaning is treated as a separate phrasal verb.
Unit 1

find out

Where is the man?
What do you think he wants to do?
Do you think he knows which platform to go to?

Who is he talking to?
Before he can catch his train he has to do something.
Make a sentence describing what he is doing.
Think of another way of saying find out.
Now turn to page 89 to check your answer.

look for

Where is the man’s right hand?
Why?
What is he thinking about?

Where is the man’s hand now?
Has he got a key?
Can he find it?
Make a sentence describing what he is doing.
Think of another way of saying look for.
Now turn to page 92 to check your answer.
Unit 1

look up

What is the man doing? Do you think he understands what he is reading?
What is he reading now? Why?
In the first picture the man found a word he couldn't understand.
Make a sentence describing what he is doing to find the meaning of the word.
Think of another way of saying look up.
Now turn to page 92 to check your answers.

look over

Where is the man? Why do you think he is there? Do you think he wants to buy the car? What is he doing? Why?
What is he doing now? Why?
If the car is in good condition what is the man going to do?
Make a sentence describing what he is doing to check the condition of the car.
Think of another way of saying look over.
Now turn to page 92 to check your answers.
Unit 1

look round

Look at the two people on the left.
Do you think they are married?
Do you think it is their house?
What is the man on the right doing?
What's his job?

Are they inside the house?
What are they going to do if they like the house?
Make a sentence describing what they are doing.
Think of another way of saying look round.
Now turn to page 92 to check your answer.

look into

What has happened to the man on the ground?
Is he dead?
Who are the men in uniform?
Do they know what happened to the dead man?
Do the police want more information about what has happened?
Make a sentence describing what the police are doing.
Think of another way of saying look into.
Now turn to page 92 to check your answer.
Unit 1

Complete these sentences using the six verbs from this unit. Use each verb only once.
1. This gentleman thinks the service in our hotel is terrible. We must ________ his complaint immediately.
2. Where is the cat? I’ve been ________ it all day.
3. We can ________, where he lives by looking at the map.
4. I want to know the time of the London train so I’ll ________ it in the timetable.
5. I’d like a few days to ________ the report before I make a decision.
6. When we were in London we spent a few hours ________ the British Museum.

Complete these sentences with verbs from this unit. Each sentence has more than one possible answer. Give all possible answers.
1. Pass me the address book and I’ll ________ the number of his house.
2. Let’s ________, the house once more before we decide to buy it.

Replace the words in italics by the words in brackets. Change the word order if necessary.
EXAMPLE: Bill found it out. (the number)
Bill found the number.
1. Jane looked up the date. (it)
2. We looked for the dog. (it)
3. I’d like to look it over. (the report)
4. Let’s look round it. (the city)
5. We found out the truth. (it)
6. We are looking into it. (the situation)

Complete the passage using find out/look into/look for.
The police are ________ yesterday’s bank robbery. They are trying to ________ how the robbers managed to open the safe. At the moment detectives are ________, four men who escaped in a black getaway car.

Complete the passage using look up/look over/look round.
The other day I was ________ an antique shop when I found an old encyclopedia. I ________ it ________, and decided to buy it. When I got home I opened it and ________ the capital of China.

Use the verbs in brackets to reply to the following.
EXAMPLE: I don’t know how to spell that word. (look up)
Possible reply: Why don’t you look it up in your dictionary.
1. The salesmen in your store are very rude. What are you going to do about my complaint? (look into)
2. How can I get John’s telephone number? (look up)
3. What are you doing under the table? (look for)
4. Will you sign this document now? (look over)
5. What did you do in town today? (look round)
6. Do you know who that man is? (find out)
Unit 2

take after

Do you think these two people are related?
What do you think their relationship is?
Do you think they look alike?
Make a sentence describing the way the small boy looks compared to his father.
Think of another way of saying take after.
Now turn to page 95 to check your answer.

grow up

What can you see in picture one?
How old is he in picture two?
Is he still a baby in picture three?
Make a sentence describing what is happening to him in the three pictures between 1955 and 1985.
Think of another way of saying grow up.
Now turn to page 91 to check your answer.
look after

Describe what is happening in each picture.
Make a sentence describing what the mother is doing for her baby.
Think of another way of saying look after.
Now turn to page 91 to check your answer.

bring up

What is the year in picture one?
What is the woman doing?
How old is her little boy in picture two?
What is his mother doing?
What is happening in pictures three and four?
Make a sentence describing what the woman did for her son between 1967 and 1985?
Think of another way of saying bring up.
Now turn to page 87 to check your answer.
Unit 2

**do up (I)**

Is this house in good condition?  
How many people can you see?  
What are they doing?  
What do you think they are going to do?

Is the house in good condition now?  
Make a sentence describing what they did to the house.  
Think of another way of saying do up.  
Now turn to page 88 to check your answer.

**look back**

Are the two people on the left young or old?  
What do you think their relationship is?  
What are they looking at?  
Are they thinking about the future?  
Who do you think the couple in the photograph are?  
Make a sentence describing what the elderly couple are doing?  
Think of another way of saying look back.  
Now turn to page 92 to check your answer.
Unit 2

Complete these sentences using the six verbs from this unit. Use each verb only once.
1. My aunt _______ her family without any help from her husband.
2. Julia wants to be a teacher when she _______
3. When I stayed in hospital the nurses _______ me very well.
4. Children often _______ their parents.
5. We must stop _______ and start thinking about the future.
6. Let’s _______ the flat before we try and sell it.

Change these sentences into the passive. Do not include the agent in your answer.
EXAMPLE: John’s parents brought him up in the country.
John was brought up in the country.
1. Jack’s mother looked after him.
2. My parents brought me up to respect the law.
3. They did up the house before they sold it.

Replace the words in italics by the words in brackets. Change the word order if necessary.
EXAMPLE: Sandra takes after Sue (her)
Sandra takes after her.
1. Aunt Jane brought up four children (them)
2. Let’s do it up (the lounge in our new flat)
3. Mike takes after him (his grandfather)
4. You should look after them (your new shoes)
5. I enjoy looking back on the old times (them)

Complete the passage using grow up
bring up
look back.
Text was a badly behaved child and very difficult to _______. When I _______ at his childhood it is funny to think he _______ and became a policeman.

Complete the passage using look after
take after
do up.
Sam _______ his father. He is very careless and doesn’t _______ himself properly. Last week, for instance, he fell off a ladder while he was _______ his new house.

Use the verbs in brackets to reply to the following.
EXAMPLE: Why did you buy that old car? (do up)
POSSIBLE REPLY: I bought it because I’m going to do it up and sell it.
1. Your car is in very good condition. (look after)
2. This flat is in a terrible state. (do up)
3. Did you have a happy childhood? (look back)
4. He’s a very polite young man. (bring up)
5. Alice is very clever. (take after)
6. Last time I saw Sally she was just a little girl. (grow up)
Unit 3

**put through**

What is the man doing?
Who is he speaking to?
Why do you think he is speaking to her?
Is the other telephone ringing?

Is the other telephone ringing now?
Make a sentence describing what the operator is doing to make the other telephone ring.
Think of another way of saying put through.
Now turn to page 94 to check your answer.

**speak up**

Describe the two people.
What is the young man doing?
Can the old man hear him?

Is the young man talking more quietly now?
Why not?
Can the old man hear him now?
Make a sentence describing why the old man can hear the young man now.
Think of another way of saying speak up.
Now turn to page 95 to check your answer.
Unit 3

**cut off**

What are they doing?

Are they still talking?

Why not?

Make a sentence describing why they can't continue their conversation.

Think of another way of saying *cut off*.

Now turn to page 88 to check your answer.

**hold on**

What are they doing?

What is the man on the right doing?

Why do you think the other man is looking at his watch?

Make a sentence describing what the man on the left is doing while the other man is getting some information.

Think of another way of saying *hold on*.

Now turn to page 91 to check your answer.
Unit 3

get through (1)

What is the man doing?
Why?
Is the other number engaged?

Is the other man at home?
Is he answering the phone?
Make a sentence describing what happens when you phone someone and they are at home and the line isn't engaged.

Think of another way of saying get through.
Now turn to page 90 to check your answer.

stand for

What are the letters on the door?
What are the words the woman is thinking?
Make a sentence describing the relationship between the letters and the words.
Think of another way of saying stand for.
Now turn to page 95 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.
1. The Gas Board have ______ our supply because we haven’t paid our bill.
2. The telephone operator asked me to ______ while she dialled the number for me.
3. The letters U.S.A. ______ the United States of America.
4. Robert waited while the telephone operator ______ the call he was waiting for.
5. Joan couldn’t ______ to her parents because the line was engaged.
6. The examiner asked Colin to ______ because he couldn’t hear him.

Replace the words in italics by the words in brackets. Change the word order if necessary.
EXAMPLE: I’ll put her through now. (Mrs Clarke)
I’ll put Mrs Clarke through now.
1. The Water Board cut off our water supply. (it)
2. Please put through Mr. Dodd’s call. (it)
3. The chairman cut him off in the middle of his speech. (John)

Fill the space with a preposition where necessary.
1. I was put through ______ central office.
2. Mr. Gunn’s secretary put through ______ his call to America.
3. I can’t get through ______ London.

Complete the passage using cut off/stand forget through
The Electricity Board sent me a card with a red cross on it. I didn’t know what the red cross ______ so I decided to phone the Electricity Board and ask them. When I ______ I was told the red cross meant that I would be ______ if I didn’t pay my bill immediately.

Complete the passage using speak up/put through/hold on.
Ask Mr. Ford to ______ and ______ him ______ when I finish the call on the other line. Mr. Ford is a bit deaf so you’ll have to ______ when you tell him.

Use the verbs in brackets to reply to the following.
EXAMPLE: He’s got a very soft voice. (speak up)
POSSIBLE REPLY: He’ll have to speak up when he makes his speech.
1. Look at this symbol. (stand for)
2. Have you got your ticket? (hold on)
3. I turned on the tap but there was no water. (cut off)
4. I’d like extension 20, please. (put through)
5. Why didn’t you phone me last night? (get through)
6. What did she say? (speak up)
Unit 4

break down (1)

What is happening?
Does the man look happy?
Is the car going well?

Does the man look happy now?
Is the car going well?
Make a sentence describing what has happened to
the car.
Think of another way of saying break down.
Now turn to page 86 to check your answer.

break up (1)

Where do you think they are?
What is happening?
Do they look happy?

Do they look happy now?
Why do you think the man is carrying suitcases?
Make a sentence describing what has happened to
their marriage.
Think of another way of saying break up.
Now turn to page 81 to check your answer.
Where do the men come from?
Where do you think they are?
What are they doing?
Why do you think they are having talks?

What are they doing?
Do you think they are going to continue their talks?
Make a sentence describing what has happened to the talks.
Think of another way of saying break off.
Now turn to page 86 to check your answer.

What are they doing?
Do you think they are happy?

Are they still quarrelling?
Make a sentence describing what they are doing.
Think of another way of saying make up.
Now turn to page 86 to check your answer.
Unit 4

**make up for**

Where is the woman in picture one?
What is she doing?
Who do you think she is waiting for?
What time is it?
Is she still waiting in picture two?
How do you think she feels?
What time is it?
Who do you think she is with in picture three?
What is he giving her?
Make a sentence describing why he is giving her the bunch of flowers.
Think of another way of saying **make up for**.
Now turn to page 93 to check your answer.

**fall out**

What are the men doing?
Do you think they are enjoying themselves?
What is happening?
Do you think they are still enjoying themselves?
Make a sentence describing what they have done?
Think of another way of saying **fall out**.
Now turn to page 89 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.

1. Julia decided that she was too young to get married so she ______ her engagement to Ian.
2. Our family ______ after our parents were divorced.
3. Why don’t you two stop fighting and ______?
4. Jim apologized to his boss for being late and promised to ______ it by working an extra hour.
5. That new washing machine was a waste of money! It’s always ______
6. Paul and his sister were always ______ when they were young.

Fill in the space with a preposition where necessary.

1. Jill made up ______ her boyfriend.
2. Jill made up ______ wasting time.
3. George and Sam fell out ______ money.

Replace the words in italics by the words in brackets. Change the word order if necessary.

**EXAMPLE:** Ron fell out with her. (Sue)
Ron fell out with Sue.

1. They made it up. (their quarrel)
2. They broke off peace talks. (them)
3. All fell out with his brother. (him)
4. My mother-in-law broke up my marriage. (II)
5. I'll make up for my mistake. (II)

Complete the passage using **make up/make up for/break off**.

Nina was very upset with Neil when he forgot her birthday. She told him that she wanted to ______ their engagement. Neil apologized and told her he would ______ forgetting her birthday by buying her a special gift. Nina accepted his apology and they kissed and ______

Complete the passage using **break down/fall out/break up**.

Everything went wrong for Steve last month. His marriage ______, his car ______ and he ______ with his boss.

Use the verbs in brackets to reply to the following.

**EXAMPLE:** I'm sorry I shouted at you. (make up)
**POSSIBLE REPLY:** Why don’t we make up and forget it.

1. This book is mine not yours! (fall out)
2. Howard and Jane are always quarrelling. (break up)
3. Do you want me to go away? (make up)
4. I put twenty pence in the coffee machine but I didn’t get any coffee. (break down)
5. I'm sorry I forgot your birthday. (make up for)
6. Do you still want to marry me? (break off)
**Unit 5**

**drop in**

What is the woman doing?
What is she doing now?
What is her friend doing?
Do you think her friend is expecting her?

Is her friend pleased to see her?
What do you think is going to happen next?
Look at picture one and make a sentence describing what the woman decided to do.
Think of another way of saying drop in.
Now turn to page 89 to check your answer.

**run into**

What are they doing?
What do you think is going to happen next?

Do you think they know each other?
Do you think they expected to see each other?
Make a sentence describing what has just happened to them.
Think of another way of saying run into.
Now turn to page 94 to check your answer.
come into

What is happening in picture one? Does the man in bed look well? Why do you think the man with him looks so sad? What has the old man got next to his bed? What has happened to the old man in picture two? Where do you think the old man is in picture three? Why do you think both men look happy? What did the old man do for the young man? Make a sentence describing what happened to the young man when the old man died. Think of another way of saying come into. Now turn to page 69 to check your answer.

run in

What is the man on the left doing? Where is he?

What is he doing now? What is the speed limit? How fast is he driving? Is his car new? Make a sentence describing why he is new car so slowly? Think of another way of saying run in. Now turn to page 94 to check your answer.
Unit 5

**Come Across**

Describe the man. What is happening? What can he see?

What has he found? Did he expect to find it? Make a sentence describing how he found the wallet. Think of another way of saying *come across*. Now turn to page 88 to check your answer.

**Get Round (I)**

What are they trying to do? Can they do it?

Can they move it now? How? Make a sentence describing what they did about their problem. Think of another way of saying *get round*. Now turn to page 90 to check your answer.
Unit 5

Complete these sentences using the six verbs from this unit. Use each verb only once.
1. You should drive slowly while you are ______ your new car.
2. Mike ______ an old photograph as he was tidying the drawer.
3. Sarah ______ a lot of money when her grandfather died.
4. I think I’ll ______ to see Paul on my way home.
5. We could ______ the problem by borrowing some money.
6. I ______ an old friend at the cinema.

Complete this sentence with verbs from this unit. There is more than one possible answer. Give all possible answers.
Sam ______ Tom while shopping in London.

Fill the space with a suitable word.
1. Why don’t we drop in ______ Jack.
2. Why don’t we drop in ______ see him.

Replace the words in italics by the words in brackets. Change the word order if necessary.
EXAMPLE: I came across it (an old book).
I came across an old book.
1. I came into a million pounds. (it)
2. Norman ran into her. (Carol)
3. He’s running in his car. (it)
4. Let’s drop in on Alec. (him)
5. How can we get round it? (the problem)
6. Where did you come across the vase? (it)

Complete the passage using run into/get round/ run in.
Don was invited to his friend’s wedding, but he didn’t have a suit. He ______ the problem by borrowing a suit from his brother. On the day of the wedding he couldn’t take his car because he was still ______. It ______, so he decided to go by train. On his way to the station he ______ the bride’s parents.

Complete the passage using come into/drop in/come across.
I was looking at an old address book when I ______ the address of a relative I hadn’t seen for many years. I decided to ______ on him and see how he was. When I arrived at his house I was told that he had died and I had ______ all his possessions.

Use the verbs in brackets to reply to the following.
EXAMPLE: Why are you driving so slowly? (run in)
POSSIBLE REPLY: Because I’m running in my new car.
1. We’d love to see you. (drop in)
2. Where did you find that ring? (come across)
3. Where did you see Ron? (run into)
4. What’s wrong with the car? (run in)
5. The main road is blocked! (get round)
6. Where did you get all this money? (come into)
Describe this man. Do you think he looks well?

Do you think he looks well now? Why not? Make a sentence describing what has happened to the man. Think of another way of saying break out in. Now turn to page 87 to check your answer.

Does this man look happy?

Does he look happy now? What is he doing? Do you think he is in control of his emotions? Make a sentence describing what has happened to him. Think of another way of saying break down. Now turn to page 80 to check your answer.
Do you think this man is happy?
If not? Why do you think his cheek is swollen?

Is his cheek still swollen?
Make a sentence describing what has happened to his swollen cheek.
Think of another way of saying *go down*.
Now turn to page 90 to check your answer.

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Does this man look well?
What do you think is wrong with him?

Is he still standing?
Is he still conscious?
Make a sentence describing what has happened to the man.
Think of another way of saying *pass out*.
Now turn to page 93 to check your answer.
Unit 6

come round/come to

What do you think has happened to the man lying on the ground?
Is he conscious?

Is he still unconscious?
Make a sentence describing what has happened to the man lying on the ground.
Think of another way of saying come round/come to.
Now turn to page 88 to check your answer.

get over

Where do you think they are? Why?
Why do you think the man is in bed?
Does he look well?

Is he still in bed?
Does he look better?
Where do you think he is going?
Make a sentence describing what has happened to the man.
Think of another way of saying get over.
Now turn to page 89 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.

1. Alma took many years to ______, the death of her husband.
2. Peter _______ when he heard that he had won a million pounds.
3. Joan _______ a pink rash all over her body after eating rhubarb pie.
4. The unconscious woman _______ when we sprinkled some water on her face.
5. My swollen ankle _______ after I put some ice on it.
6. Nick _______ because he couldn’t cope with the pressure of his job.

Replace the words in italics in the following passage with suitable verbs from this unit.

It is amazing how quickly people can recover from difficult periods in their lives. Last year my friend, Jack, started having problems with his job. Eventually the pressure became too much for him and he became mentally ill and had to go into a psychiatric hospital. When his mother heard what had happened to him, she lost control of her emotions and wept. His father was very worried and became covered by a nervous rash. Fortunately Jack overcame his illness and was able to leave the hospital after a few weeks and return to his family.

Complete the passage using come round or come to/break out in/break down.

Last week I was attacked by two men. I ________, a cold sweat when one of them threatened me with a knife. When the other one punched me I ________, and cried. Finally one of them hit me on the head and knocked me unconscious. I didn’t ________ for at least five minutes.

Complete the passage using get over/pass out/go down.

The front tyre of my bicycle kept ________, so I decided to ________ the problem by buying a new one. When I went to the shop to buy one I nearly ________ when I discovered how expensive they were.

Use the verbs in brackets to reply to the following.

EXAMPLE: What happens when you get measles? (break out in)
POSSIBLE REPLY: You break out in spots.

1. What happened when you hit your head on the wall? (pass out)
2. How long were you away from work after your heart attack? (get over)
3. How long were you unconscious? (come round/come to)
4. What did she do when she heard the terrible news? (break down)
5. How did you know he was frightened? (break out in)
6. The bruise on your head looks painful. (go down)
Unit 7

work out

What subject do you think this boy is studying?
Has he found the answer to his sum yet?
Make a sentence describing what he is doing in order to find the answer.
Think of another way of saying work out.
Now turn to page 96 to check your answer.

point out

What are they looking at?
Do you think the man is trying to show the woman something?
What do you think he is showing her?
Make a sentence describing what the man is doing with his right hand.
Think of another way of saying point out.
Now turn to page 93 to check your answer.
make out (1)

What is the man holding? Why?
Do you think he is looking at the thing on the horizon?
Do you think he can see what it is?

Do you think he can see what the thing is now?
What is it?
Can he see it clearly?
Make a sentence describing what the man is trying to do with his binoculars in the two pictures.
Think of another way of saying make out.
Now turn to page 92 to check your answer.

think over

What is the time?
What game is the man playing?
Do you think he is going to make a move?

What is the time now?
How long has the man been considering his next move?
Make a sentence describing what the man has been doing for the last five hours.
Think of another way of saying think over.
Now turn to page 96 to check your answer.
Unit 7

come up with

Can the man and woman be together?
What's the problem?
Does the man know how to solve the problem?

What is his idea?
Make a sentence describing how the man found a solution to the problem.
Think of another way of saying come up with.
Now turn to page 88 to check your answer.

make up (2)

Is the alarm clock ringing?
Is the man sleeping?

Is the man still sleeping?
Why do you think he looks so worried?

Do you think he is late for work?
Is he telling his boss that he overslept?
What is he telling his boss?
Is it true?
Make a sentence describing how the man got his excuse.
Think of another way of saying make up.
Now turn to page 93 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.
1. I find it difficult to _______ original ideas.
2. Jane used an electronic calculator to _______ the maths problem.
3. You can’t believe a word he says, he’s always _______ stories!
4. Why don’t you _______ my suggestion before you make a decision.
5. Our guide _______ the Houses of Parliament on our trip down the Thames.
6. Jeff couldn’t _______ the address because it was so badly written.

Complete these sentences with verbs from this unit. Each sentence has more than one possible answer. Give all possible answers.
1. I’m going to _______ the problem.
2. I can’t _______ where he is.

Replace the words in italics by the words in brackets. Change the word order if necessary.
EXAMPLE: John worked out a plan. (it)
John worked it out.
1. Think it over. (the proposal)
2. She came up with a suggestion. (it)
3. He worked out the details. (them)
4. She made it up. (the story about the man in the red coat)
5. She pointed out the man. (him)
6. I can’t make out the number. (it)

Complete the passage using think over, make out, work out.
Ben’s a very strange man; I can’t _______ him _______ at all. He _______ silly poems and if you ask him what they mean he looks himself in his room to _______ his reply.

Complete the passage using work out, come up with, point out.
My solicitor has _______ some difficulties in your proposal, so we’ll need some time to _______. Then _______. However, I’m sure we’ll be able to _______ an acceptable compromise.

Use the verbs in brackets to reply to the following.
EXAMPLE: Where did you find that poem? (make up)
POSSIBLE REPLY 1. I didn’t find it. I _______ it up.
2. The basic plan is good, but what about the details? (work out)
3. What did he just say? (make out)
3. Did you see Buckingham Palace? (point out)
4. Who made the suggestion? (come up with)
5. I don’t know whether to accept the other. (think over)
6. Is your explanation true? (make up)
hold up (I)

Is the traffic moving?
Why not?
Make a sentence describing what the accident is doing to the movement of traffic.
Think of another way of saying hold up.
Now turn to page 91 to check your answer.

see off

Where are they?
Why do you think they are there?

Where is the boy now?
What is he doing?
Make a sentence describing what his father is doing.
Think of another way of saying see off.
Now turn to page 94 to check your answer.
**Unit 8**

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**drop off (1)**

*Do you think the car is moving?*

*What is the man doing?*

*Is the car still moving?*

*Are they still in the car?*

Make a sentence describing what the driver is doing for his passenger.

Think of another way of saying *drop off.*

Now turn to page 89 to check your answer.

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**take off (1)**

*Is the aeroplane moving?*

*Is it on the ground?*

*Is the aeroplane still on the ground?*

*Is the journey beginning or ending?*

Make a sentence describing what the aeroplane is doing.

Think of another way of saying *take off.*

Now turn to page 95 to check your answer.
Unit 8

pick up

What is the man by the roadside doing? Do you think the car is going to stop for him?

Has the car stopped? Is the man going to get in? Make a sentence describing what the driver is doing for the hitchhiker. Think of another way of saying pick up. Now turn to page 93 to check your answer.

set off

Why do you think the young man has a rucksack on his back? Do you think his journey is beginning or ending? Do you think his parents are going with him? Make a sentence describing while the young man is doing. Think of another way of saying set off. Now turn to page 93 to check your answer.
Unit 8

Complete these sentences using the six verbs from this unit. Use each verb only once.

1. When my brother flew to France we drove him to the airport to ______ him ______.
2. We watched the expedition as it ______ on its trip to China.
3. The aeroplane ______ and disappeared behind the clouds.
4. My father ______ me ______ outside the station and drove me home.
5. I'll ______ you ______ at the station and you can catch the London train.
6. I'm sorry I'm late, I was ______ in a traffic jam.

Change these sentences into the passive.

EXAMPLE: The rescue boat picked up the shipwrecked sailors.
The shipwrecked sailors were picked up by the rescue boat.

1. Bad weather held up the start of the race.
2. My father dropped me off.

Replace the words in italics by the words in brackets. Change the word order if necessary.

EXAMPLE: Jeff picked up the hitchhiker, (him)
Jeff picked him up.

1. We saw him off, (Steve)
2. Joe dropped them off, (his daughter and her friend)
3. The power failure held up the train, (it)
4. They picked her up, (Jane)

Complete the passage using hold up pick up set off.

I'll ______ you ______ at 7 a.m. tomorrow, and then we'll ______ on our trip together. Do all your packing tonight so that nothing ______ us ______ in the morning.

Complete the passage using see off take off drop off.

If you ______ me ______ at the airport on your way to work, I'll be able to ______ them ______. Their plane doesn't ______ until lunchtime.

Fill the space with a preposition where necessary.

1. We set ______ our journey.
2. We set ______ dawn.
3. We set ______ an hour ago.
4. We set ______ Italy.

Use the verbs in brackets to reply to the following.

EXAMPLE: What time are you leaving? (set off)
POSSIBLE REPLY: I'm going to ______ at five.

1. Why are you going to the airport? (see off)
2. What's that in the distance? (take off)
3. When did Jim go to work? (set off)
4. Why are you late? (hold up)
5. How are you getting home? (pick up)
6. Where do you want me to take you? (drop off)
Unit 9

**call off**

FOOTBALL ASSOCIATION
presents
ENGLAND vs.
Greece

What is the poster advertising?
Which teams are playing?
What's the weather like?
Make a sentence describing what the Football Association did to the match because of the bad weather.
Think of another way of saying call off.
Now turn to page 87 to check your answer.

**put off (1)**

Where is the man?
What can you see by the sink?
Why do you think the man looks so unhappy?

Does he still look unhappy?
Do you think he is going to wash the dishes now?
Do you think he'll wash the dishes tomorrow?
Make a sentence describing what he is doing about the washing-up today.
Think of another way of saying put off.
Now turn to page 94 to check your answer.
be taken aback

What is he going to do?

What is behind the door?
Make a sentence describing the man’s reaction to what he has found behind the door.
Think of another way of saying be taken aback.
Now turn to page 86 to check your answer.

be over

Describe the weather.

Is it still raining?
Is it still windy?
Make a sentence describing what has happened to the storm.
Think of another way of saying be over.
Now turn to page 86 to check your answer.
What is the poster advertising?
Make a sentence describing what has happened to the concert.
Think of another way of saying be off.
Now turn to page 66 to check your answer.

Where are they?
What is the teacher holding?
Make a sentence describing what the teacher is doing with the books.
Think of another way of saying give out.
Now turn to page 90 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.

1. The audience is leaving the theatre because the play _____.
2. My parents _____ by my unexpectedly bad examination result.
3. Dave and Sally had a terrible argument and decided to _____ their wedding.
4. Julia and Fred are very young, so they have decided to _____ their wedding for a few years.
5. The nurse _____ the tablets to the patients.
6. The wedding _____, because Deborah has decided not to marry Bill.

Change these sentences into the passive. Do not include the agent in your answer.

EXAMPLE: They called the match off.
The match was called off.

1. The man gave out the pamphlets.
2. The chairperson put off the next meeting until after Christmas.
3. The police called off the search.

Replace the words in italics by the words in brackets. Change the word order if necessary.

EXAMPLE: They called off the concert. (it)
They called it off.

1. Mother gave them out. (the sweets)
2. Jack put off the cleaning. (it)
3. Mr Smith called it off. (the meeting of the students’ club)

Complete the passage using give out/be over/be taken aback.

I _____ when I saw a man _____ money in the street to passersby. By the time I reached him, his act of generosity _____ because he didn’t have any money left!

Complete the passage using call off/put off/be taken off.

“_____ the lecture _____?”
“No, it hasn’t been _____ They’ve just _____ it _____ until next week.”

Use the verbs in brackets to reply to the following.

EXAMPLE: What shall I do with these examination papers? (give out)
POSSIBLE REPLY: Give them out to the students.

1. How did you feel when they told you the news? (be taken aback)
2. Has the meeting been cancelled? (put off)
3. The students have used all their paper. (give out)
4. People are leaving the cinema. (be over)
5. Why can’t we go to the meeting tonight? (be off)
6. What do you think we should do about the business deal? (call off)
Unit 10

try on

Where do you think this man is?
What does he want to buy?
Does the hat in picture one fit him?
Does the hat in picture two fit him?
Do you think he'll buy the hat in picture three? Why?
Make a sentence describing what the man did in the three pictures to find a hat that fitted him.
Think of another way of saying try on.
Now turn to page 96 to check your answer.

wear out (1)

1975 1985

When did Paul buy this jumper?
Was it in good condition then?

How long has he had the jumper now?
Is it still in good condition?
Make a sentence describing what has happened to the jumper after ten years of use.
Think of another way of saying wear out.
Now turn to page 96 to check your answer.
do up (2)

What is he wearing?
Are there many buttons on it?

Make a sentence describing what the man is doing
to the buttons on his coat in the two pictures.
Think of another way of saying do up.
Now turn to page 88 to check your answer.

take off (2)

Make a sentence describing what the man is doing with his jacket in these
two pictures.
Think of another way of saying take off.
Now turn to page 95 to check your answer.
Unit 10

**go with**

Describe the man's jacket.
Describe his trousers.
Why do you think the man looks unhappy with them?

Describe the trousers the man is wearing now.
Does the man look happy?
Make a sentence describing the relationship between the jacket and trousers in this picture.
Think of another way of saying go with.
Now turn to page 91 to check your answer.

**put on**

Make a sentence describing what the boy is doing with the sweater in these two pictures.
Think of another way of saying put on.
Now turn to page 94 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.
1. The zip on my new jacket doesn’t ________ properly.
2. Every morning I get up and ________ my clothes.
3. Every night I ________ my clothes before I go to bed.
4. You should always ________ a new pair of shoes before you buy them.
5. Do you think this dress ________, the colour of my eyes?
6. Your shoes will ________ quickly if you play football in them!

Complete the sentences using the verbs in brackets.
1. (put on) My hands are cold. so ________
2. (take off) Before the doctor examined me, he ________
3. (go with) This wallpaper ________
4. (wear out) Cheap clothes ________
5. (try on) Before I buy it, I’d ________
6. (do up) I always have to help my little son ________

Replace the words in italics by the words in brackets. Change the word order if necessary.
EXAMPLE: Fred did up the zip. (It) Fred did it up.
1. I’ve worn them out. (my boots)
2. Joan took off her cardigan. (It)
3. This hat goes with the dress. (It)
4. Chris put them on. (his trousers)
5. Do your shoe lace up? (It)
6. Can I try it on? (your new watch)

Complete the passage using try on / put on / go with.
I’l have to ________ my glasses ________ before I ________ the new suit or I won’t be able to see it ________ the colour of my hair.

Complete the passage using do up / take off / wear out.
Don’t wear your new shoes all the time! ________ them ________ occasionally or you’ll ________ them ________; and when you put them on, ________ them ________ properly.

Use the verbs in brackets to reply to the following.
EXAMPLE: It’s very cold tonight. (do up)
Possible reply: You’ll be warmer if you do up your jacket.
1. My jacket’s full of holes. (wear out)
2. I really like your new skirt! (try on)
3. Why are you wearing my new trousers! (take off)
4. I can’t reach the zip on the back of my dress. (do up)
5. I’ve bought you a new pair of earrings. (put on)
6. What shall I wear with my pink hat? (go with)
Unit 11

give (oneself) up (1)

Why do you think the police have surrounded this house?
What kind of person do you think they are looking for?

Is the person they want still inside the house?
Do you think he is a policeman?
Why do you think he has his hands in the air?
Make a sentence describing what the man is doing.
Think of another way of saying give (oneself) up.
Now turn to page 80 to check your answer.

try out

What is the woman doing?
What is on the television?

Where is the woman now?
What is she buying?
Make a sentence describing what the woman decided to do after she saw the advertisement for "Zap."
Think of another way of saying try out.
Now turn to page 96 to check your answer.
Unit 11

give up (2)

What do you think the dog is trying to do in the first three pictures? Is it successful?

How do you think the dog feels in picture four?

Look at picture four and make a sentence describing what the dog has decided to do about trying to get the grapes. Think of another way of saying give up.

Now turn to page 90 to check your answer.

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catch on

Look at the boy on the left and describe his hairstyle. What do you think the other boys think of his hairstyle?

What have the other boys done now? Do they look pleased about it? Do you think more boys will copy the hairstyle? Look at both pictures again and make a sentence describing what is happening to the new hairstyle. Think of another way of saying catch on.

Now turn to page 87 to check your answer.
Unit 11

give up (3)

What has the man got in his mouth?
What is he looking at?
Why do you think he looks so unhappy?

What is he doing with his cigarette now?
Does he still look unhappy?
Make a sentence describing what the man decided
to do after he saw the poster.
Think of another way of saying give up.
Now turn to page 90 to check your answer.

drop off (2)

What is the man doing? Why?

What is he doing now?
Make a sentence describing what has happened to
the man.
Think of another way of saying drop off.
Now turn to page 89 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once. If the answer is give up say if it is (1), (2) or (3).
1. The escaped convict _____ himself to the police.
2. I _____ this maths problem is too difficult for me.
3. Peter _____ eating sweets because the dentist told him they were bad for his teeth.
4. Ben asked the salesman if he could _____ the car before deciding whether to buy it.
5. It’s a great new product and the sale’s figures show that it’s _____ very quickly.
6. Harry _____ on the train and missed his station.

Choose words from the box to fill the gaps. Use each word only once.

themselves playing the trying drinking

1. Don’t give up, keep _____
2. Rachel gave up playing _____ piano because she couldn’t afford the lessons.
3. The Todd brothers gave up _____ the authorities.
4. Colin wants to give up _____ alcohol because it’s bad for his health.
5. Sam gave up _____ the guitar when he broke his arm.

Complete the passage using give up (3) catch on/try out.

Jogging is beginning to _____ in a big way, so I’ve decided to _____ it _____ and _____ tennis.

Complete the passage using drop off/give up (1) give up (2).

The escaped prisoner was surrounded by the police, but he still refused to _____ himself. After twenty hours, however, he had to _____ his struggle because he kept _____.

Use the verbs in brackets to reply to the following.

EXAMPLE: I can’t swim any further. (give up (2))
POSSIBLE REPLY: Don’t give up yet, we’re almost there.
1. What do you think of my idea? (catch on)
2. What did the murderer do? (give oneself up (1))
3. What happens when grandfather sits in front of the television? (drop off)
4. Did your expedition get to the top of the mountain? (give up (2))
5. Would you like a whisky? (give up (3))
6. Can I have the job? (try out)
**Unit 12**

**get round (2)**

What do you think the boy wants? Do you think his father wants him to have them?

What is happening now?

Where are they going? Do you think the boy is going to get what he wants? Make a sentence describing what the boy did to his father in picture two. Think of another way of saying get round. Now turn to page 90 to check your answer.

**go through**

What is happening now? Why do you think the man on the right looks so unhappy? Make a sentence describing what the customs officer is doing to the suitcase and its contents. Think of another way of saying go through. Now turn to page 91 to check your answer.
What time of the day do you think it is? What is the man holding? Is the torch switched on now? Can he see a snake or a piece of rope?

What does he think he can see? Does he look frightened? Does he look frightened?

Look at picture one and make a sentence describing how the man confused the piece of rope and the snake. Think of another way of saying mistake for. Now turn to page 93 to check your answer.

What is the man holding? What has he just done? Make a sentence describing the condition of the egg. Think of another way of saying be off. Now turn to page 86 to check your answer.
Unit 12

take in

What can you see in the picture?
Are all the animals sheep?
Do the sheep look frightened?
Do you think they should be frightened? Why?
Make a sentence describing what the wolf has done to the sheep with his disguise.
Think of another way of saying take in.
Now turn to page 95 to check your answer.

give in

What are they doing?
Are they still fighting?
Do you think they both wanted to stop fighting?
Make a sentence describing why the fight stopped.
Think of another way of saying give in.
Now turn to page 90 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.
1. Howard doesn’t want to drive us to the station, but I know I can ______ him.
2. I ______ her ______, her sister because they’re so much alike.
3. This meat smells awful, I think it ______
4. I’d like you to ______ these accounts and see if you can find any mistakes.
5. Harry was ______ by the salesman’s lies.
6. The industrial dispute lasted for many months because neither side would ______

Complete the sentences using the verbs in brackets.
1. (give in) Keep fighting, ______
2. (take in) Terry’s promises ______
3. (get round) Stop trying to persuade me ______
4. (see off) This chicken smells bad, ______
5. (go through) Your homework is full of mistakes, ______
6. (mistake for) Colin was very drunk and he ______

Replace the words in italics by the words in brackets. Change the word order if necessary.
EXAMPLE The salesman took Fred in with his lies. (him) The salesman took him in with his lies.
1. Jake got round his wife. (her) Jake got his wife round. (her)
2. The trick took them in. (the tourists) The trick took the tourists in.
3. The police went through their records. (them) The police went through their records. (them)
4. I mistook that man for my father. (him) I mistook him for my father. (him)

Complete the passage using go through/be off/take in.
The fish I had in that restaurant ______ I was ______ by the notice on the door which read, ‘Fresh fish daily.’ Before I go out to eat again, I shall ______ my restaurant guide book very carefully first!

Complete the passage using give in/get round/mistake for.
Steve ______ Alma’s kindness ______. She kept asking him to be her husband, but she refused to ______ and marry him. However hard he tried he couldn’t ______ her.

Use the verbs in brackets to reply to the following.
EXAMPLE Why are you throwing that away? (be off)
POSSIBLE REPLY Because it’s off.
1. Why did you give him all your money? (take in)
2. Why did you say hello to that stranger? (mistake for)
3. Roy refuses to lend us the money. (get round)
4. Do you think we should continue our struggle? (give in)
5. Why don’t you buy meat from that butcher? (be off)
6. What are you going to do with those files? (go through)
Unit 13

look up to

What is the man's job?
Does the boy look happy to see the man?
Do you think the boy would like to be a professional footballer?
Make a sentence describing how you think the boy feels about the man.
Think of another way of saying **look up to**.
Now turn to page 92 to check your answer.

cheer up

Does he look happy?
Does he look happy now?
Look at the two pictures and make a sentence describing the change in how the man is feeling.
Think of another way of saying **cheer up**.
Now turn to page 88 to check your answer.
Unit 13

put (someone) off (2)

What is the man on the right trying to do?
Why is he having problems?
Make a sentence describing how the noise from the television is affecting him.
Think of another way of saying put (someone) off.
Now turn to page 94 to check your answer.

look down on

Do you think the man on the left is rich?
Why not?
What about the other man?
Do you think that the man on the right thinks he is better than the man on the left?
Make a sentence describing what you think the man on the right thinks of the other man.
Think of another way of saying look down on.
Now turn to page 92 to check your answer.
look forward to

Where is he?
What is he thinking about?
Is the thought making him happy?
Make a sentence describing how the man is feeling about leaving prison.
Think of another way of saying look forward to.
Now turn to page 92 to check your answer.

put up with

What are the children doing?
Do you think they are behaving well?
Would you like to be the man? Why not?
What would you do if you were the man?
Make a sentence describing how the man is reacting to the children.
Think of another way of saying put up with.
Now turn to page 94 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.

1. The bad newspaper reviews _______ me _______ going to see the new film.
2. Last winter we had to _______ a lot of discomfort when our central heating system stopped working.
3. My parents _______ my boyfriend because he hasn’t got a good job.
4. Children should _______ their parents.
5. Every year I _______ my summer holiday.
6. I expect this present will _______ her.

Complete these sentences using the ‘ing’ form of the verb in brackets.

**EXAMPLE** The noise put Ron off _______ (read his book)

- The noise put Ron off reading his book.
- 1 I’m looking forward to _______ (meet him)
- 2 The bad weather put me off _______ (go for a walk)
- 3 We are looking forward to _______ (see him again)

Replace the words in italics by the words in brackets. Change the word order if necessary.

**EXAMPLE** Tom cheered his sister up. (her)

- Tom cheered her up.
- 1 My father is looking forward to his retirement. (it)
- 2 He put me off the idea. (it)
- 3 The invitation cheered him up. (Terry)
- 4 I don’t know how you put up with all your troubles. (them)
- 5 They look down on Peter. (him)
- 6 We look up to her. (Sally)

Complete the passage using put (someone) off, look up, put up, look forward to.

**EXAMPLE** Mr Price because he is a dustman and they _______ Mr Brown because he is a bank manager. All this has _______ me _______ the idea of becoming a dustman.

Complete the passage using cheer up, put up, look forward to.

**EXAMPLE** Your brother is always complaining, I don’t know how you _______ him. I’m really _______ the day when he _______ a bit.

Use the verbs in brackets to reply to the following.

**EXAMPLE** How do you feel about the party? _______ (cheer up)

- 1 Jeff looks very sad. (cheer up)
- 2 Why do you think Brian is a snob? (look down on)
- 3 My father-in-law is very rude. (put up with)
- 4 It should be a very exciting football match. (look forward to)
- 5 Why do you want me to stop talking? (put off)
- 6 What do you think of your father? (look up to)
Unit 14

soak up

Is there a mess?
Why do you think the man is holding a sponge?

Is there still a mess?
Make a sentence describing what the sponge did to the spill milk.
Think of another way of saying soak up.
Now turn to page 95 to check your answer.

break up (2)

What are the boys doing?
Does their headmaster look pleased with them?

Are they still fighting? Why not?
Make a sentence describing what the headmaster did to their fight.
Think of another way of saying break up.
Now turn to page 87 to check your answer.
Do you think the boy broke the window?
How do you think he broke it?
Does he look happy about it?

Does the boy's father look pleased with him?
Make a sentence describing what the man is doing to his son.
Think of another way of saying tell off.
Now turn to page 96 to check your answer.

Do you think the bearded man is hurt?
Make a sentence describing what the other men are doing to the bearded man.
Think of another way of saying beat up.
Now turn to page 96 to check your answer.
Unit 14

Does the dog look friendly?

Make a sentence describing what the dog is doing to the man. Think of another way of saying go for. Now turn to page 90 to check your answer.

calm down

How do you think this man feels?

Do you think he is still as angry as he was in picture one?

Is he angry now?

Make a sentence describing what happened to the angry man in picture two and picture three. Think of another way of saying calm down. Now turn to page 87 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.

1. The meeting _______ at ten o'clock.
2. The boys _______ the old man and took his money.
3. My boss _______ me, for being late.
4. _______ there's nothing to worry about.
5. The carpet _______ the wine.
6. The madman _______ John with a knife.

Complete these sentences using the 'ing' form of the verb in brackets.

EXAMPLE: I told him off for _______ (not do his homework)
I told him off for not doing his homework.

1. The teacher told her off for _______ (be rude)
2. The teacher told him off for _______ (eat in class)
3. I was told off for _______ (not help my mother)

Replace the words in italics by the words in brackets. Change the word order if necessary.

EXAMPLE: They beat up my friend (him)
They beat him up.

1. I told her off (Janet)
2. Let's beat him up (George)
3. The protesters broke up the meeting (it)
4. The student soaked it up (a lot of information)
5. The dog went for the postman (him)
6. This glass of whiskey will calm him down (Phillip)

Complete the passage using go for break up calm down.

Last night's meeting _______ in disorder when a man from the audience _______ the chairman with a knife. It took us twenty minutes to _______ the man _______ and take his knife from him.

Complete the passage using tell off soak up calm down.

Last week Roy had a fight with three older boys. He _______ a lot of punishment as they _______ him _______ and he had to go to hospital. When his mother visited him she cried and _______ him _______ for fighting.

Use the verbs in brackets to reply to the following.

EXAMPLE: Sue is very upset. (calm down)
POSSIBLE REPLY: Don't worry, I'll _______ her down.

1. Your son was very rude to his teacher. (tell off)
2. I'm really worried about my exam. (calm down)
3. What happened when the police arrived at the party? (break up)
4. How did Colin get that black eye? (beat up)
5. Why are you looking so frightened? (go for)
6. Why is this cloth damp? (soak up)
Unit 15

**tear up**

What is the man doing in picture one?  
Does he look happy?  
Make a sentence describing what he is doing to the letter in picture two and picture three.  
Think of another way of saying tear up.  
Now turn to page 98 to check your answer.

**check in**

What is the man carrying?  
Where is he going?  
Do you think he is leaving or arriving?  

What is he holding?  
Make a sentence describing what the man is doing at the reception desk.  
Think of another way of saying check in.  
Now turn to page 98 to check your answer.
Who is holding the pen?
Make a sentence describing what John Smith is doing with the cheque.
Think of another way of saying make out.
Now turn to page 93 to check your answer.

What is the man reading?
Where is the evening class?
Does he look interested in the evening class?

What is he holding?
Do you think he is going to go into the College?
Make a sentence describing what he is going to do inside the College.
Think of another way of saying take up.
Now turn to page 95 to check your answer.
APPLICATION FORM

NAME Fred Bloggs
ADDRESS 10 High Street
AGE 31

Who is holding the pen?
Make a sentence describing what Fred Bloggs is doing with the form.
Think of another way of saying fill in.
Now turn to page 89 to check your answer.

What do you think has happened to the cars?
What do you think the man on the left is doing?
Make a sentence describing what the policeman is doing as the man is telling him about the accident.
Think of another way of saying take down.
Now turn to page 95 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.

1. Please ______ the cheque to Bloggs Brothers Ltd.
2. The secretary ______ what her boss said in the meeting.
3. It's a good idea to ______ early so that you get a good seat on the plane.
4. My little son ______ my newspaper, so I had to buy another one.
5. I ______ the violin when I was seven years old.
6. You'll have to ______ this form before we give you the money.

Complete these sentences, using the "ing" form where necessary.

**example:** Jack took up ______ (French)
Jack took up French.

**example:** Jack took up ______ (fish)
Jack took up fishing.

1. Mike took up ______ (box)
2. Sue took up ______ (knit)
3. Bill took up ______ (woodwork)
4. Sally took up ______ (tennis)

Replace the words in italics by the words in brackets. Change the word order if necessary.

**example:** He tore up the piece of paper. (I)
He tore it up.

1. He filled it in. (the questionnaire)
2. I made it out. (a cheque for forty pounds)
3. I took down her telephone number. (II)
4. My son took up stamp-collecting. (II)
5. She tore it up. (the letter from her boyfriend)

Complete the passage using take down/make out/take up.

I decided to ______ the piano when I saw an advertisement outside the local music college. I ______ details of the course in my diary and when I arrived home I ______ a cheque to cover the cost of tuition and sent it to the college.

Complete the passage using tear up/fill in/check in.

When I ______ at the Airline International desk they gave me a questionnaire and asked me to ______. It ______ after my flight. They told me that the information was used to improve their service. I thought it was a waste of time, so I ______ my questionnaire.

Use the verbs in brackets to reply to the following.

**example:** I'm bored with playing tennis. (take up)
Possible reply: Why don't you ______ squash instead.

1. Why are you in such a hurry to get to the airport? (check in)
2. How much do you want? (make out)
3. What's happened to my magazine? (tear up)
4. I feel really unhealthy. (take up)
5. Why have you got that notebook? (take down)
6. How can I get that job? (fill in)
Unit 16

1. What is the manager's name? Is he old or young? Is he talking to a young man?
2. Is Mr. Jones still sitting behind his desk? What is he doing?
3. Is Mr. Jones still the manager? Do you think he has retired? Why? Make a sentence describing what has happened to Mr. Brown.
Think of another way of saying take over. Now turn to page 95 to check your answer.

pass away/pass on/pass over

FRED BLOGGS
1900 - 1985

What can you see in this picture? Make a sentence describing what happened to Fred Bloggs in 1985.
Think of another way of saying pass away/pass on/pass over. Now turn to page 93 to check your answer.
turn into

What is the princess holding?
What is she doing to it?

Make a sentence describing what has happened to the frog.
Think of another way of saying turn into.
Now turn to page 96 to check your answer.

wear off

What is wrong with this man?
What is he drinking?

Is the pain in his foot as bad as it was in picture one?

Make a sentence describing what is happening to the pain in the three pictures.
Think of another way of saying wear off.
Now turn to page 96 to check your answer.
Unit 16

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**brush up**

Where are they?
Where is the man on the right from?
Where is the man on the left from?
Do you think the man on the left knows any French?
Where do you think he learnt French?

Do you think the Englishman's French is good?
Do you think he can understand what the Frenchman is saying to him?
Do you think his visit to the business conference is a success?

Make a sentence describing what the Englishman is doing now.
Think of another way of saying brush up.
Now turn to page 87 to check your answer.

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**die out**

What can you see in the picture?

Make a sentence describing what happened to the dinosaurs.
Think of another way of saying die out.
Now turn to page 88 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.
1. I'm going to _______ my spare bedroom _______ a bathroom.
2. Paul wants to _______ his knowledge of modern history.
3. The government wants to _______ the country's computer industry.
4. The effects of the drug took some time to _______.
5. These rare animals will _______ if people don't stop hunting them.
6. I'm sorry to hear that your grandmother _______.

Complete the sentences using the verbs in brackets.
1. [brush up] I'm taking private lessons _______.
2. [pass away/over] How many years is it since _______.
3. [wear off] The smell of the paint _______.
4. [turn into] The magician took my handkerchief and _______.
5. [take over] I'm going on holiday for three weeks so I'd like you to _______.
6. [die out] If people were allowed to shoot as many elephants as they wanted _______.

Complete the passage using die out/wear off/brush up.
Last week I decided to _______ my knowledge of natural history by going to the library and borrowing a few books on the subject. In one of the books I learned that many kinds of animals and birds are _______ because of the terrible things people do to them. The shock of this discovery took a long time to _______.

Complete the passage using turn into/pass away or pass on or pass over/take over.
Young Eric _______ when his poor father _______. His father's death has _______. him _______, a much stronger person.

Use the words in brackets to reply to the following.
EXAMPLE: What have they done to the old cinema? [turn into]
POSSIBLE REPLY: They've turned it into a supermarket.
1. Why do you look so sad? [pass away/pass on/pass over]
2. Why did you buy that book? [brush up]
3. Who is going to be chairman when Tim leaves? [take over]
4. What has happened to that ancient custom? [die out]
5. What are you going to do with your old garage? [turn into]
6. Are you still feeling uncomfortable? [wear off]
**get away with**

Why do you think he is wearing a mask?
What do you think he has just done?
What do you think is in his sack?

Where is he now?
Do you think he is enjoying the money he stole?
Do you think he is lucky? Why?
Has he been punished for his crime?
Make a sentence describing what happened to him after robbing the bank.
Think of another way of saying get away with.
Now turn to page 89 to check your answer.

**let down**

What time is it?
What is the man holding?
Who do you think he is waiting for?

What time is it now?
How long has he been waiting?
Has his girlfriend arrived yet?
Does he look pleased?
Make a sentence describing what the woman has done to the man.
Think of another way of saying let down.
Now turn to page 91 to check your answer.
get away

What are the guards doing?

What is the prisoner doing?

Make a sentence describing what the prisoner is doing now.
Think of another way of saying get away.
Now turn to page 69 to check your answer.

own up

TEACHER

Why is the teacher angry?
Do you think he drew the picture on the board?
Who do you think drew the picture?
Make a sentence describing what you think the boy with the raised arm is going to do.
Think of another way of saying own up.
Now turn to page 93 to check your answer.
Unit 17

Let out

Make a sentence describing what the guard is doing for the prisoner.
Think of another way of saying let out.
Now turn to page 91 to check your answer.

Let off

Where are they?
What does the man on the left do?
Why is the other man wearing handcuffs?
What do you think the criminal is talking about?

Is the judge sending him to prison?
Make a sentence describing what the judge is doing to him.
Think of another way of saying let off.
Now turn to page 91 to check your answer.
Complete these sentences using each verb from this unit only once.

1. The police chased the robber, but he _______.
2. Open the back door and _______ the cat.
3. The headmaster was going to punish the boy, but decided to _______ him with a warning.
4. That student never does any homework, I don’t know how he _______ it.
5. Phil _______ to the crime.
6. My friend _______ me _______ by not helping me when I needed him.

Replace the words in italics by the words in brackets. Change the word order if necessary.

Example: The police let him out. (Joe)
The police let Joe out.

1. The boss let Sue off. (her)
2. I let my friend down. (him)
3. Who let the cat out? (it)
4. She got away with the crime. (it)

Complete these sentences, using the ‘-ing’ form where necessary.

Example: Jack got away with _______. (the bank robbery)
Jack got away with the bank robbery.

Example: Jack got away with _______. (rob the bank)
Jack got away with robbing the bank.

1. Mother let me off _______. (wash the dishes)
2. Sally owned up to _______. (the lie)
3. Dan got away with _______. (tell a lie)

Complete the passage using ‘let out/get away/let off’.

On Friday afternoon my teacher _______ me _______ the last lesson so that I could go fishing. I was really excited and felt like a man who had just been _______ of prison. Unfortunately, my fishing trip wasn’t very successful because all the fish I tried to catch managed to _______.

Complete the passage using ‘own up/get away with/let down’.

You shouldn’t have forged your father’s signature on that cheque, you’ll never _______ it. Don’t _______ your father _______ to go to him now and _______.

Use the verbs in brackets to reply to the following.

Example: Are you going to punish me? (let off)
Possible reply: No, I’m going to let you off.

1. Where is the thief? (get away)
2. Why are you looking so unhappy? (let down)
3. How do you know that Howard stole the money? (own up)
4. Did the judge send Sam to prison? (let off)
5. Did the boss know you lied about being late? (get away with)
6. How did the dog get into the garden? (let out)
Unit 18

turn down

Who is the man waiting to see? Why?
Where is he now? Who is he talking to? Do you think he wants the job?
Does he look pleased with his interview? Do you think he got the job? Make a sentence describing what the manager did to him. Think of another way of saying turn down. Now turn to page 96 to check your answer.

drop out

What are they doing? Is the man on the right enjoying himself? Why not? Is he still in the race? Make a sentence describing what the man on the right has just done. Think of another way of saying drop out. Now turn to page 89 to check your answer.
carry out

What orders is the sergeant giving the private?

Make a sentence describing what the private is doing about the orders. Think of another way of saying carry out. Now turn to page 87 to check your answer.

fall through

Where are they? What kind of holiday is the man on the right booking?

What is happening?

Did he hurt himself when he fell down the steps of the travel agency? What happened to him? Make a sentence describing what happened to his plan to go on a skiing holiday. Think of another way of saying fall through. Now turn to page 89 to check your answer.
Why does the manager of Bloggs Ltd look so worried?
What has happened to the profits of Bloggs Ltd?
Is this good for business?

Make a sentence describing what the manager has done to his workers.
Think of another way of saying lay off.
Now turn to page 91 to check your answer.

Why is the man standing?
Who is he talking to?
What is he talking about?
What is the problem?

Does the man have an idea of how to solve the traffic problem?
What is his idea?
Make a sentence describing what he is doing in front of the planning committee now.
Think of another way of saying put forward.
Now turn to page 93 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.
1. The United Nation’s Peace Committee ________, a very interesting plan for achieving world peace.
2. There was a loud explosion as the terrorists ________ their threat to bomb the embassy.
3. The factory had to ________, many employees because of a drop in sales.
4. My boss ________, my request for a pay rise.
5. Jane’s plan to move to a bigger flat ________, when she lost her job.
6. Paul ________, of university because he found the work too difficult.

Change these sentences into the passive. Do not include the agent in your answer.
EXAMPLE: The company laid off ten employees.
Ten employees were laid off.
1. A scientist is carrying out the tests now.
2. My boss laid me off
3. The chairperson put forward a new proposal.
4. She turned down their application.

Replace the words in italics by the words in brackets. Change the word order if necessary.
EXAMPLE: The doctor carried out the tests. (them)
The doctor carried them out.
1. Henry turned it down. (the offer of a new job)
2. A soldier must carry out orders. (them)
3. Tom put forward an interesting plan. (it)
4. The company laid them off. (hundreds of manual workers)

Complete the passage using carry out/fall through/lay off.
Three months ago the company’s plan to expand ________, and it had to ________ nearly half of its workforce. The employees were very annoyed about this and they ________, their threat to go on strike.

Complete the passage using turn down/drop out/put forward.
Last week we had a committee meeting to organize a Christmas party in our office. I ________, some interesting suggestions but they were all ________, so I decided to ________ of the committee and let the others do all the work.

Use the verbs in brackets to reply to the following.
EXAMPLE: Why are you looking so unhappy? (turn down)
POSSIBLE REPLY: Because I asked my girlfriend to marry me, and she ________ me.
1. Did your scheme succeed? (fall through)
2. Why isn’t Jim at work today? (lay off)
3. Why does the doctor want to take a sample of my blood? (carry out)
4. Did you take the money your father offered you? (turn down)
5. What happened at the meeting? (put forward)
6. Are you enjoying university? (drop out)
Unit 19

**go off**

What can you see in the picture? What do you think is going to happen?

Make a sentence describing what the bomb has done. Think of another way of saying go off. Now turn to page 91 to check your answer.

**put out**

Is the light on?

Make a sentence describing what the man has done to the light. Think of another way of saying put out. Now turn to page 94 to check your answer.
What do you think the man is going to do?
Make a sentence describing what the man has done to the house.
Think of another way of saying blow up.
Now turn to page 86 to check your answer.

LAST YEAR
Did this man smoke a lot last year?
Do you think it was good for his health?
Why not?

THIS YEAR
Has he stopped smoking this year?
Is he smoking as much?
Does he look healthier?
Make a sentence describing what the man has done about smoking this year.
Think of another way of saying cut down on.
Now turn to page 86 to check your answer.
Unit 19

blow up (2)

What is the man holding? Make a sentence describing what the man is doing to the balloon. Think of another way of saying blow up. Now turn to page 86 to check your answer.

break out

What kind of vehicle can you see in the picture? When are vehicles like this one used? What is the vehicle doing now? Why were tanks used between 1914–1918 and 1939–1945? Make a sentence describing what happened in 1914 and again in 1939. Think of another way of saying break out. Now turn to page 86 to check your answer.
Complete these sentences using the six verbs from this unit. Use each verb only once.

1. My friend, Harry, was killed when the gun he was cleaning suddenly _________.
2. The soldiers ________ the enemy tank.
3. The Great Fire of London ________ in the year 1666.
4. Give me the pump and I’ll ________ the tyres on your bicycle.
5. The firemen ________ the fire in the warehouse.
6. When I lost my job I had to ________ my spending.

Complete the sentences using the verbs in brackets.

1. (break out) A fight ________.
2. (blow up) The soldiers put explosives on the bridge and ________.
3. (go off) We lit the fireworks and ________.
4. (blow up) Give me the bicycle pump and I’ll ________.
5. (put out) If you don’t want me to smoke I’ll ________.
6. (cut down on) You’re too fat, you must ________.

Replace the words in italics by the words in brackets. Change the word order if necessary.

Example: James put out the fire. (It)
James put it out.
1. We blew them up. (as many balloons as we could find)
2. You must cut down on the number of telephone calls you make. (them)
3. The terrorists blew it up. (the aeroplane)
4. Please put it out. (your cigar)

Complete the passage using cut down on / put out / blow up.

Last Christmas I was driving home from a party when a policeman stopped my car. First, he asked me to ________ my cigarette, and then he told me to ________ a plastic bag that measured the amount of alcohol in my blood. After this he checked the bag and warned me that if I didn’t ________ my drinking I would lose my driving licence.

Complete the passage using go off / break out / blow up.

Fighting ________ between rival gangs after the big football match. Shop windows were smashed and many alarms ________. One of the gangs even tried to ________ the supermarket with petrol bombs.

Use the verbs in brackets to reply to the following.

Example: That light is too bright. (put out)
Possible reply: Don’t worry, I’ll put it out.
1. How was that bridge destroyed? (blow up)
2. What are you going to do about your weight? (cut down on)
3. Didn’t you see that ‘no smoking’ sign? (put out)
4. Your car tyres are flat. (blow up)
5. What was that noise? (go off)
6. What happened in 1914? (break out)
* World War I started in 1914.
Unit 20

get through (2)

What is the time? Has he got a lot of work to do?

What is the time now? Is there a lot of work to do now? Make a sentence describing what he has done about the work. Think of another way of saying get through. Now turn to page 91 to check your answer.

hold up (2)

Do you think the man on the left is a customer? Why do you think he is wearing a mask and holding a gun? Make a sentence describing what he is doing. Think of another way of saying hold up. Now turn to page 91 to check your answer.
run out of

What is he thinking about? Why do you think he is opening the bread bin? What do you think he is going to do?

Why do you think he looks disappointed? Make a sentence describing what his problem is. Think of another way of saying run out of. Now turn to page 94 to check your answer.

break into

Do you think this is the man’s house? Why not? Why do you think he is wearing a mask and carrying a sack? Make a sentence describing what the man is doing. Think of another way of saying break into. Now turn to page 86 to check your answer.
What is wrong with this house?
Is the house still on fire?
What condition is the house in?
Make a sentence describing what has happened to the house.
Think of another way of saying burn down.
Now turn to page 97 to check your answer.

wear out (2)

What is he doing?
Do you think the box is heavy? Why?
Do you think it is difficult for him to carry the box?
How does he look?
Make a sentence describing what carrying the box has done to him.
Think of another way of saying wear out.
Now turn to page 96 to check your answer.
Unit 20

Complete these sentences using the six verbs from this unit. Use each verb only once.
1. I must go to the bank because I've _______ cash.
2. A gang of terrorists _______ the embassy with a petrol bomb.
3. It was such a good book that I _______ it in one evening.
4. Decorating the house all day has _______ me.
5. My younger brother _______ my money box and stole my savings.
6. Bandits _______ the bus and robbed the passengers.

Change these sentences into the passive.
EXAMPLE: A mugger held me up.
I was held up by a mugger.
1. A burglar broke into my flat.
2. Cleaning the house wore him out.
3. Some men held up the van.
4. Some terrorists burned down the embassy.

Replace the words in italics by the words in brackets. Change the word order if necessary.
EXAMPLE: The robbers held up the train. (it)
The robbers held it up.
1. Looking after the children wore them out. (the nurses in the hospital)
2. Three men held it up. (my uncle's newspaper shop)
3. Someone broke into our house. (it)
4. John got through his homework. (it)
5. They burned it down. (part of the city)

Complete the passage using run out of/wear out/burn down.
My father is a fireman. Yesterday he helped fight a big fire in a warehouse. When he got home he was _______. Unfortunately, the warehouse _______ because the firemen _______ water.

Complete the passage using get through/hold up/break into.
I was working at the bank trying to _______ the weekly accounts when some gunmen _______ my office and _______ me _______.

Use the verbs in brackets to reply to the following.
EXAMPLE: Could I have a cold drink? (run out of)
POSSIBLE REPLY: No, I'm sorry you can't because I've run out of ice.
1. Would you like to go dancing tonight? (wear out)
2. What happened to the old cinema? (burn down)
3. Why were you in such a hurry this morning? (run out of)
4. How did you get all this money? (hold up)
5. Why did you come home from work so early? (get through)
6. Why did the police arrest you? (break into)
Reference Section

be off (1)  usually used in the present tense
(of an event, an arrangement etc.) to be cancelled.
The lead singer of 'The Rolling Beatles' pop group is ill,
so tonight's concert is off.

The concert is off.

be off (2)
(a relationship) to end;
be off (3)  (of a machine) to stop working.
Tom's car broke down on the way to the airport, and he
had to get a taxi.

The car broke down.

be over  to be finished.
The storm is over; it has stopped raining and the sun is
shining.

The storm is over.

be taken back  used in the passive
be surprised and confused.
Jeff was taken back when he opened the door and
discovered an elephant.

Jeff was taken back by the discovery of an elephant.

beat up  to hurt someone badly by hitting and punching.
Two men beat Fred up and left him lying unconscious on
the pavement.

They beat up Fred.

blow up (1)  to destroy (something or someone) by explosion; to
explode.
Mr Trent had his house, so he blew it up with dynamite
and built a new one instead.

Mr Trent blew up his house.

blow up (2)  a balloon, a tyre, a football etc.
to fill with air, to inflate.
Uncle Joe blew up the balloons for the Christmas party.

Uncle Joe blew up the balloons.

break down (1)
(of a machine) to stop working.

break down (2)
to lose control emotionally or mentally.
Alec broke down and cried when his mother died.

Alec broke down.

break into  to enter somewhere (e.g. a house) illegally, especially by
force.
Last night a burglar broke into my house and stole my
television set.

A burglar broke into my house.

break off  talks, negotiations, an engagement, a
relationship, an agreement etc.
to end, to interrupt, to discontinue.
Peace talks between the U.S.S.R. and the U.S.A. have
broken off after three days of serious disagreement.

Peace talks between the U.S.S.R. and the U.S.A. have
broken off.

break out  (of unpleasant things e.g. wars, epidemics, fires,
violece etc.) to start, to break out, to break suddenly.
The Second World War broke out on 3 September, 1939.

In 1939, World War Two broke out.

World War Two broke out in 1939.

World War Two broke out on 3 September, 1939.
break out (1) spots / a rash / a cold sweat * to become covered by (something). Cyril broke out in spots this morning.

* He broke out in spots.
* He broke out in them.

*to show signs of great fear.

break up (1)
(of a marriage / a family / a relationship etc.) to end; to separate.
The Greens' marriage broke up in 1985 after only two years.

* Their marriage broke up.
* They broke up.
* Money trouble broke up their marriage.
* Money trouble broke it up.

break up (2) an activity
for top.
The headmaster broke up the fight between Roger and Olve.

* The headmaster broke up the fight.
* The headmaster woke the fight up.
* The headmaster broke it up.
* The fight broke up.

bring up to take care of a child until it is fully grown and able to care for itself; to train and prepare a child for adult life.
Joe's mother brought him up well. She loved him, cared for him and taught him how to behave himself. Now he is a polite young man and his mother is proud of him.

* She brought up Joe.
* She brought Joe up.
* She brought him up.

Note: Children are educated at school.

brush up

• to improve your knowledge, skill, or memory of (something you used to know, or do, but have now partly forgotten).

Frank's visit to the international business conference in Paris was a disaster because his French was so bad. His boss said, 'When you get back to England you must brush up your French by enrolling in an evening class.'

Frank must brush up his French.
Frank must brush his French up.
Frank must brush it up.

burn down (usually of buildings) to destroy by burning.
My house burned down last night. In the morning it was just a pile of ashes.

* My house burned down.
* Someone burned down my house.
* Someone burned it down.

call off an event / an arrangement / an activity etc. often used in the passive to cancel something; to abandon something that has already begun.
The Football Association called off the match between England and Greece because of bad weather.

The Football Association called off the match.
The Football Association called the match off.
The Football Association called it off.
The match was called off (passive).

calm down a person / a difficult situation etc. to become less excited and tense; to help someone (or a difficult situation) to become less excited and tense.
My father was very angry and it took him ten minutes to calm down.

My father calmed down.
We calmed down my father.
We calmed my father down.
We calmed him down.

carry out instructions / a duty / an order / a threat / a test etc. to fulfill or perform (something).
Sergeant Jones ordered Private Wilson to push the waggons across the field. The waggons were very heavy but Private Wilson carried out his orders without complaining.

He carried out his orders.
He carried his orders out.
He obeyed him out.

catch on to become popular.
David's strange new hair-style is really catching on; all the young boys in the neighbourhood are copying it.

David's new hair style is catching on.
check in at a hotel, an airport etc.
to report one's arrival.
Jack took a taxi to the hotel and checked in.

Jack checked in.
Jack checked in at the hotel.
Jack checked in to the hotel.

Note: When Jack left the hotel he checked out.

cheer up to become happier.
Jack was feeling unhappy, but he cheered up when he heard that he had passed his exam.

Jack cheered up.
The good news cheered Jack up.
The good news cheered him up.

come across something or someone
to find or meet by chance.
A lucky tramp came across a wallet full of money as he was walking down the street.

He came across a wallet.
He came across it.

come into money/property/coffers etc.
to receive something (usually money or property) after someone’s death.
Peter came into a fortune when his father died.

Peter came into a fortune.
Peter came into it.

come round or come to
to regain consciousness.
James fainted when the air conditioning stopped working. Two of his colleagues took care of him until he came round (came to).

James came round.
James came to.

come up with an idea / plan / suggestion etc.
to think of / to produce.
Arnold and his girlfriend were separated by a deep ravine. Eventually, Arnold came up with the idea of cutting down a tree and using it as a bridge.

He came up with the idea.
He came up with it.

cut down on smoking / cigarettes / drinking / spending / production etc.
to reduce in size or amount.
Last year Peter was very ill and his doctor told him to cut down on the number of cigarettes he smoked. This year Peter smokes much less and feels a lot better.

Peter cut down on cigarettes.
Peter cut down on them.
Peter cut down on smoking.

cut off often used in the passive
This verb can refer to either:
a) the service or supply that is cut off e.g. water, electricity, etc. or
b) the person who is cut off.
to disconnect, interrupt or discontinue something or someone.
Paul was talking to Anna on the telephone. Suddenly they couldn’t hear each other. Paul phoned Anna again immediately. “What happened?” Anna asked him, “We were cut off,” replied Paul.

The operator cut them off.
The operator cut off their call.
The were cut off, (passive).

die out to disappear completely; to become extinct.
The great dinosaurs died out millions of years ago.

The dinosaurs died out.

do up (1) a house / a room / a flat / an old car etc.
to repair; to improve the condition and appearance of something.
When Bob and Sally bought their house it was in a bad state, so they spent six months doing it up. The house looked beautiful by the time they finished.

They did the house up.
They did up the house.
They did it up.

do up (2) a shawl / a zip / a dress / a coat etc.
to fasten; to button; to zip; to tie.
It was a very cold day, so Brian did up all the buttons on his overcoat.

He did up the buttons.
He did the buttons up.
He did them up.
Reference Section

**drop in**
to pay a short visit, often without warning.
Laura was shopping near her friend, Lynn, and decided to drop in and see her.
Laura dropped in to see Lynn.
Laura dropped in to see her.
Laura dropped in to see Lynn.
Laura dropped in on her.
Laura dropped in.

**drop off** (1) something or someone
to stop a vehicle and let someone get out, to take something (or someone) to a place and leave it there.
David drove his wife, Sue, into town and dropped her off at the cinema.
David dropped off his wife.
David dropped his wife off.
David dropped her off.

**drop off** (2)
to fall asleep (often unintentionally).
John sat in his favourite armchair and dropped off. Five minutes later, his young son came into the room and woke him.
He dropped off.

**drop out**
to withdraw from, or stop taking part in (a competition, a social group, a school, a university, a job etc.).
Sam dropped out of the race because he felt tired and ill.
He dropped out of the race.
He dropped out.

**fall out**
to quarrel.
George and Sam went out for dinner together. The evening ended badly because they fell out over who should pay the bill.
George fell out with Sam over the bill.
George and Sam fell out.
* fall out with a person
** fall out over something

**fall through**
to fail to happen or be completed (of plans, arrangements, schemes etc.).
Eric's plan to go on a skiing holiday fell through because he broke his leg.
His plan fell through.

**fill in** (a form / a questionnaire etc.
to complete a form).
It took me an hour to fill in the application form.
It took me an hour to fill it in.
It took me an hour to fill it in.

**find out**
the truth / a secret / an address / the time / when / what / why / where / who / which etc.
to make an effort to discover or get to know (something).
Mr Jones wanted to catch the train to London. He was late and he didn't know which platform the London train left from. He found out which platform by asking a ticket collector.
He found out which platform the train left from.
He didn't know which platform the train left from so he found it out.
He didn't know the number of the platform so he found it out.

**get away**
to escape.
The prisoner got away from his guards and ran into the forest.
The prisoner got away from his guards.
The prisoner got away from them.
The prisoner got away.

**get away with**
to do something wrong or illegal without being punished (usually without even being discovered or caught).
Last year Jack robbed a bank and got away with it; the police didn't even find his fingerprints. Nowadays Jack lives a life of luxury on a beautiful tropical island.
Jack got away with the bank robbery.
Jack got away with robbing the bank.
Jack got away with it.

**get over**
an illness / a failure / a difficulty / a shock etc.
to recover from (something).
Sam has got over this operation and expects to leave hospital tomorrow.
He has got over his operation.
He has got over it.
Reference Section

give (cassette) up (1)
to surrender oneself (usually to someone).
The police surrounded the criminal's house and ordered him to give himself up. After a few minutes, he came out and they took him to the police station.

The criminal gave himself up to the police.
The criminal gave himself up.

give up (2)
to stop trying to do something (often because it is too difficult).
One day a hungry dog saw a bunch of juicy grapes hanging from a vine. The dog ran very hard to get the grapes, but it couldn't jump high enough to reach them. After ten frustrating minutes, the dog gave up the attempt and walked home angrily.

The dog gave up the attempt.
The dog gave up the attempt.
The dog gave up trying.
The dog gave up trying.
The dog gave up.

give up (3)
of an habitual activity, smoking/drinking/a job etc. to stop doing (or having) something.
Howard decided to give up cigarettes after seeing a poster on the dangers of smoking.

Howard gave up cigarettes.
Howard gave up cigarettes.
Howard gave up smoking.

go down:
to become less swollen.
Phil's cheek became swollen because he had a bad toothache. The dentist treated his bad tooth and his swollen cheek soon went down.

His swollen cheek went down.

go for a person, an animal, to attack.
The dog went for Joe and hurled his arm.

The dog went for Joe.
The dog went for him.

Note: this verb is not used in the passive.
go off
of explosive devices e.g. bombs, guns etc. to explode or
fire, of alarms or alarm clocks) to ring suddenly.
Many people were killed when the bomb went off.
The bomb went off.

go through
to examine something.
When Ben entered this country, a custom officer went
through his suitcase. The officer took all of Ben’s
clothes out of his suitcase and looked at them very
carefully.
A custom officer went through Ben’s suitcase.
A custom officer went through it.

go with
to match or suit something.
Tom wanted to sell his checked trousers go with a striped
jacket, he looked in the mirror and though they looked
horrible together. After trying a few other pairs of
trousers he decided that striped trousers go with a
striped jacket.
Striped trousers go with a striped jacket.
Striped trousers go with it.

grow up
to develop from a child into an adult.
Joe has grown up into a fine young man.
Joe has grown up.

hold on
to wait (especially on the telephone).
George phoned his office because he wanted some
information. ‘Hold on a minute and I’ll get it for you,’ said
his assistant.
His assistant asked him to hold on.

hold up
to stop to delay
The traffic was held up for a few hours because of an
accident that blocked the road.
The accident held up the traffic.
The accident held up.
The traffic was held up.

hold up (2) a person / a bank / a vehicle etc.
to rob, especially using a weapon (e.g. a gun).
Earlier today a masked robber with a gun held up the
bank and escaped with a hundred thousand pounds.
A robber held up the bank.
A robber held the bank up.
A robber held it up.

lay off
often passive
to stop employing a worker, often for a short time
because there is not enough work.
Last year the manager of Filigga Ltd laid off a hundred
workers because business was very bad.
He laid off a hundred workers.
He laid a hundred workers off.
They were laid off (passive).

let down
to disappoint someone (often by breaking a promise or
an agreement).
Julia promised to meet Rick outside the cinema at eight
o’clock, but she let him down. He waited for two hours
and then he went home angrily.
Julia let Rick down.
Julia let him down.

let out
to excuse (someone) from (a punishment, a duty, or
doing something).
Bill should have been sent to prison for six months, but
the judge decided to let him off so that he could stay out
of prison and take care of his family.
The judge let Bill off going to prison.
The judge let him off the punishment.
The judge let Bill off.

let after
to allow (a person or an animal) to leave (a place), to
release.
They let Fred out of prison after five years.
They let Fred out of prison.
They let Fred out.

look after
someone or something
to take care of someone or something.
Looking after a baby is a full-time job. You have to bath
it, dress it and feed it.
She looks after the baby.
She looks after it.
Reference Section

look back
to remember and think about the past.
The Blacks have been married for many years. They like talking about the past and looking back on old times. At the moment they are looking at pictures of their wedding.

They enjoy looking back on old times.
They enjoy looking back on them.
They enjoy looking back.

look down on
someone or something
to think that someone (or something) is inferior, low, or worthless; to disapprove of someone or something.
Sir Douglas is a very rich aristocrat. Fred is a very poor farm worker. Sir Douglas thinks that he is a much better person than Fred - he looks down on Fred.

Sir Douglas looks down on Fred.
Sir Douglas looks down on him.

look for
something or someone
to try to find something or someone, often a thing or person that is lost.
Fred wanted to open his front door but he couldn’t find his key. He looked for it everywhere. It’s in one of my pockets, he thought.

He looked for his key.
He looked for it.

look forward to
a future event
to think with pleasure about a future event that you expect to enjoy.
Bill Bloggs has been in prison for the last ten years. Next year he’ll be released from prison and he’ll be a free man. Bill is looking forward to next year.

Bill is looking forward to next year.
Bill is looking forward to it.
Bill is looking forward to leaving prison.

look into
a situation / a crime / a problem / a complaint etc.
to investigate; to carefully examine a situation or event and try to discover the reasons for it.
The police are looking into the death of Mr James. They want to know how he was murdered. They are looking at the evidence and asking lots of questions. They want to find the murderer.

The police are looking into the death of Mr James.
The police are looking into it.

look over
some work / a car / a house / a document / a suggestion / an applicant etc.
to examine someone or something carefully and fully.
Joe wanted to buy a second-hand car. “That one looks good,” he said to the salesman. “Give me some time to look it over. If it’s in good condition, I’ll buy it.”

He looked over the car.
He looked over the car.
He looked it over.

look round
a house / a shop / a town / a factory / an exhibition etc.
to visit and tour round a place.
Mr and Mrs Smith wanted to buy a house. The estate agent took them to see a house in the centre of town and said, “Look round the house and see if it’s what you want.”

They looked round the house.
They looked round it.
They went into the house and looked round.

look up
a word / a telephone number / an address / a train time / a date etc.
to find (or try to find) something in (e.g. a telephone directory).
While Peter was reading he found a word that he didn’t understand. “This is a difficult word,” he thought. “I’ll look it up in the dictionary and see what it means.”

He looked up the word.
He looked up the word.
He looked it up.

make out (1)
often used in the negative with can’t and couldn’t
to see, hear, or understand (something or someone), often with difficulty.
Bob saw something on the horizon as he was looking through his binoculars. At first he couldn’t make out what it was, but after a few minutes he could just make out the shape of a yacht.

He couldn’t make out the thing on the horizon.
He couldn’t make the thing out.
He couldn’t make it out.
make out (1) a cheque
make out a cheque for ten pounds.
I made out a cheque.
I made a cheque out.
I made it out.

make up (1)
to become friends again after a quarrel.
Yesterday Joan and Jack had a big argument about politics. Earlier today they decided to forget their differences and make up.
Joan and Jack made up.
Joan and Jack made up their quarrel.
Joan and Jack made it up.
Jack made up with Joan.
Jack made it up with her.

make up (2) a story / a poem / an excuse / an explanation etc.
to invent, sometimes with the purpose of deception.
Colin overslept and was late for work. It was the third time he had overslept that month, so he decided to make up an excuse. He told his boss that the engine of his car had exploded.
He made up an excuse.
He made an excuse up.
He made it up.

make up for a mistake / doing or not doing something etc.
to compensate.
June and Ron arranged to meet outside the cinema at 7.30 p.m. June was very upset when Ron arrived an hour late. Ron made up for being late by apologising to June and giving her a big bunch of flowers.
He made up for being late.
He made up for it.

Note: the object is very often left.

mistake for
to think wrongly that (one thing or person) is (another thing or person).
I frightened myself last night when I mistook a piece of old rope for a dangerous snake.
I mistook a piece of old rope for a dangerous snake. I saw a piece of old rope and I mistook it for a dangerous snake.
put off (l) an event / doing something etc.
to delay doing something until a later date; to delay an event or arrangement until a later date.
Martin was very unhappy when he saw the huge pile of dirty dishes in the kitchen. He felt a little happier after deciding to put off the washing up until the next day.

- Martin put off washing up until the next day.
- Martin put off washing up till the next day.
- Martin put it off until the next day.
- Martin put off washing up until the next day.

put off (s)omeone off (l) to discourage, or distract, (someone) from doing something.
Ron was trying to read, but the noise from the television put him off and he had to stop.

- The noise from the TV put Ron off his book.
- The noise from the TV put him off his book.
- The noise from the TV put Ron off reading his book.
- The noise from the TV put him off.

put on / clothes, glasses, a ring, a necklace etc.
to dress oneself.
Perry put on his new sweater because he wanted to wear it for work.

- Perry put on his sweater.
- Perry put on his sweater.
- Perry put it on.

put out: a cigarette/a light/a fire etc.
to extinguish.
Steve put out the light in the lounge before going upstairs to bed.

- Steve put out the light.
- Steve put the light out.
- Steve put it out.

put through: to connect a telephone caller to the number he or she wants.
Mr Pratt phoned the offices of Gunn and Company. "Who would you like to speak to?" asked the switchboard operator. "Put me through to Mr Gunn please," Mr Pratt replied.

- She put Mr Pratt through to Mr Gunn.
- She put him through to Mr Gunn.
- She put through Mr Pratt's call.

put up with: to suffer (a difficult situation or person) without complaining.
When Uncle Mike comes to visit us, the children behave very badly. They hit him, they play tricks on him and they make a lot of noise. Uncle Mike must love them very much because he puts up with everything they do, and he never gets annoyed with them.

- Uncle Mike puts up with their bad behaviour.
- Uncle Mike puts up with it.

run in: a motorcycle/a new car/a machine etc.
to use a new (or reconditioned) engine carefully until it is ready for normal use.
George is running in his new car, so he can't drive fast.

- George is running in his new car.
- George is running in it.
- Running in, please pass. (a notice sometimes seen on new cars)

run into someone
to meet by chance.
I was on my way to work when I ran into Jeremy Thomas. It was a lovely surprise because I hadn't seen him for a long time.

- I ran into Jeremy.
- I ran into him.
- We ran into each other.

run out of: coffee/sugar/money/patience/time etc.
to use all of (something) and have no more left.
Howard has run out of bread, so he can't make himself a sandwich. If he wants a sandwich, he'll have to go to the baker's shop and buy some more bread.

- Howard has run out of bread.
- Howard has run out of it.

see off: to say goodbye to someone who is going on a journey at the place (e.g. airport, station etc.) where the journey begins.
Bill arranged to go to Scotland to stay with his grandmother for a few days. His father, Frank, drove him to the railway station and saw him off.

- Frank saw Bill off.
- Frank saw him off.
set off

to start a journey.
Barry set off on his camping holiday at six o'clock in the morning and reached the campsite, in France, at midday.

sock up

a liquid / information / knowledge / punishment etc.
to absorb; to become filled with (something).
The sponge soaked up the spilt milk.

speak up

often used in the imperative
to speak louder.
Terry was talking to his grandfather. ‘Speak up, Terry,’ his grandfather said. ‘I’m a bit deaf and I can’t hear you.’

grandfather told Terry to speak up.
Grandfather said, ‘Speak up’.

stand for

to represent or mean; to be a sign or short form of something else.
The letters B.B.C. stand for the British Broadcasting Corporation.

B.B.C. stands for British Broadcasting Corporation. What do the letters B.B.C. stand for?

take after

someone
to look or be like an older relative.
Little Christopher takes after his father. He has black hair, big feet and a bad temper just like his dad.

Christopher takes after his father.
Christopher takes after him.

take down

a statement / a telephone number / some information etc.
to record in writing.
When the policeman arrived at the scene of the accident he took down the witness’s statement.

He took down the statement. He took the statement down. He took it down.
Reference Section

tear up  a piece of paper/a letter/a newspaper etc.
to destroy completely by tearing.
Brian tore up the letter.
Brian tore up the letter.
Brian tore it up.

tell off
to speak angrily to someone who has done something wrong; to find fault with someone.
Howard told his son off for breaking a window with his footpath.
Howard told his son off.
Howard told him off.
Howard told him off for breaking a window.

think over  a problem/a proposal/a situation etc.
to consider something carefully.
Owen is playing chess with a friend. At the moment he is thinking over his next move.
He is thinking over his next move.
He is thinking his next move over.
He is thinking it over.

try on  a hat/a new pair of shoes/a dress etc.
to put on an article of clothing to see if it fits and how it looks.
Last week I went into a shop and tried on three hats. The first hat was too big, the second one was too small, but the third one fitted me perfectly and looked good, so I bought it.
I tried on three hats.
I tried three hats on.
I tried them on.

try out  something or someone

to test something or someone by using it.
Angela saw an advertisement for a new soap powder called "Zap". She decided to try it out because she wanted to see if it was better than her usual soap powder.
Angela tried out new "Zap".
Angela tried "Zap" out.
Angela tried it out.

turns down  a request/an offer/an applicant/an application etc.
to refuse or reject something or someone.
Jeff was interviewed for the job at Bloggs Ltd but they turned him down because he was too young.
They turned down Jeff.
They turned Jeff down.
They turned him down.

turn into something or someone
to change, to become.
The beautiful princess kissed the frog and it turned into a handsome prince.
The frog turned into a prince.
The kids turned the frog into a prince.

wear off
to disappear gradually.
The pain in Jim's foot wore off after he took some painkiller.
The pain wore off.

wear out (1)
To use (something) until it becomes unfit for further use; to become unusable after excessive use.
Paul wore out his favourite jumper after wearing it every day for ten years.
Paul wore out his jumper.
Paul wore his jumper out.
Paul wore it out.
The jumper wore out.

wear out (2) often used in the passive
to tire greatly; to exhaust.
Carrying the heavy box up the stairs wore Fred out.
When he got home he went straight to bed.
Carrying the heavy box wore out Fred.
Carrying the heavy box wore Fred out.
Carrying the heavy box wore him out.
Fred was worn out by carrying the heavy box, (passive)

work out  a sum/a problem/a plan/a method etc.
to solve a problem by calculation or study; to produce a way of dealing with a problem or situation by thinking.
Jimmie is busy doing his homework. At the moment he is working out the answer to a sum.
He is working out the answer.
He is working the answer out.
He is working it out.
### ANSWER KEY

Where an alternative answer is possible, the more commonly heard spoken version is given first. Where the suggested answer is one of many possibilities, the answer given ends in ‘etc.’

#### Unit 11 (p 49)
- Where do you work? *Work at school*.
  - *At school*
  - *At home*
- I’m a teacher. *I teach English.*
  - *I teach French*
  - *I teach math*
- I’m a student. *I study English.*
  - *I study French*
  - *I study math*

#### Unit 12 (p 53)
- Where do you like to go? *I like to go to the beach.*
  - *I like to go to the park*
  - *I like to go to the library*
- I don’t go anywhere. *I don’t go anywhere.*
  - *I don’t go anywhere else*
  - *I don’t go anywhere else*

#### Unit 15 (p 65)
  - *I learn English by watching TV*
  - *I learn English by listening to music*
- I learn English by taking a course. *I take a course in English.*
  - *I take a course in English*
  - *I take a course in English*

#### Unit 16 (p 69)
- I take a walk. *I take a walk.*
  - *I take a walk*
  - *I take a walk*
- I never take a walk. *I never take a walk.*
  - *I never take a walk*
  - *I never take a walk*

#### Unit 17 (p 73)
- I am going to the office. *I’m going to the office.*
  - *I’m going to the office*
  - *I’m going to the office*
- I’m going to home. *I’m going to home.*
  - *I’m going to home*
  - *I’m going to home*

#### Unit 18 (p 77)
- I’m going to the office. *I’m going to the office.*
  - *I’m going to the office*
  - *I’m going to the office*
- I’m going to home. *I’m going to home.*
  - *I’m going to home*
  - *I’m going to home*
Acquiring an understanding of phrasal verbs – so essential for a fluent command of spoken English – can be a tedious business. Not so with this book! *Making Sense of Phrasal Verbs* presents some of the most common verbs through lively cartoon illustrations and guides learners to an understanding of their meanings with carefully worded cue questions. A series of exercises offers first controlled, and then freer practice of the newly-learned verbs, while the Reference Section at the back of the book, with its meaning check, context sentences and collocations, helps to make this a clear, as well as a lively, introduction to the subject.

Available in two editions: a self study edition with answers and an edition without answers for classroom use.