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ENGLISH MODALS IN USE

МОДАЛЬНЫЙ ГЛАГОЛ В ЯЗЫКЕ И РЕЧИ

**Учебно-методическое пособие
по модальным глаголам
в английском языке**

Нижний Новгород
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Настоящее пособие предназначено для целенаправленной работы по усвоению английских модальных глаголов в студенческой аудитории, на различных курсах по подготовке к экзамену и в процессе самостоятельного изучения. Представленная система упражнений и тестов позволяет эффективно формировать четыре составляющие грамматических навыков и умений, а также активно обучать технике построения высказываний на английском языке, способствуя повышению коммуникативной грамотности студентов. К пособию прилагается диск с аудиоматериалами в формате «mp3».

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CONTENTS

Introduction	4
Part I Modals Expressing Obligation	5
1.1 Expressing Strong Unavoidable Obligation: <i>Must</i>	5
1.2 Expressing Obligation Arising out of Circumstances: <i>Have to</i>	6
1.3 Agreement, Arrangement: <i>To Be to</i>	9
1.4 Advisability, Recommendation: <i>Should, Had Better</i>	12
1.5 Moral Obligation: <i>Ought to</i>	14
1.6 Necessity: <i>Need</i>	16
1.7 Lack of Necessity and Prohibition: <i>Need, Have to,</i> <i>Must in the Negative; Not Allowed to, Not Supposed to</i>	17
1.8 Volition: <i>Will / Would</i>	22
Part II Modals Expressing Supposition / Degrees of Certainty	25
2.1 Strong Supposition: <i>Must</i>	25
2.2 Slight Supposition: <i>May / Might</i>	28
2.3 Expressing Disbelief, Doubt, Surprise in Negative and Interrogative Sentences: <i>Can / Could</i>	31
2.4 The Modal Word-Combination <i>To Be Liable to Do Sth</i>	34
Part III Modals Expressing Possibility	36
3.1 Expressing Mental and Physical Ability: <i>Can, Be Able to</i>	36
3.2 Expressing Possibility, Asking for Permission: <i>May, Can</i>	39
3.3 Reproach: <i>Should, Ought to, Might+Perfect Infinitive</i>	42
3.4 Making Suggestions, Asking for Instructions: <i>Shall</i>	46
3.5 Polite Requests with <i>Can / Could, Will / Would, May / Might</i>	47
3.6 Revision Exercises	49
Part IV Cumulative Review	52
4.1 General Revision Exercises	52
4.2 Praxis	62
4.3 Assessment Tests	71
Supplement	75
Supplementary Tests and Exercises	75
Observe and Remember:	
Summary Charts of Modals	110
The Forms of the Infinitive	112
Grammar Notes	113
References	116

INTRODUCTION

Modals express a variety of moods or attitudes towards a possible state or action. A good test of your mastery of a foreign language is how well you can express your moods and feelings – can you be tactfully insistent, reproachful or are you usually tempted to fall back on your own language when your feelings are involved?

A clear understanding and the accurate use of modal verbs can significantly facilitate communication. Modals make speech clearer and easier to understand. They will certainly help Russian learners speak a polite English and step up their level of communicative proficiency.

Here are some basic stylistic mistakes of non-native speakers of English:

At the entrance to a hotel, the guide is instructing a group of American tourists: "You *must* get off the coach, then you *must* register and leave your luggage in the suite. You *must* meet me at nine. You *mustn't* be late."

The reaction of one of the tourists was, "I think I owe nothing to this country."

"Can I eat these cakes?" asked a Russian schoolboy staying with an English family. "I don't know", was the answer of the hostess.

English Modals In Use offers grammar rules, stylistic guidelines, summary charts, assessment tests and a series of skill-building exercises for class- and homework. We have substantiated the explanations of the most important points of the English modals usage with a lot of practical material, so that you can activate the acquired knowledge immediately. It has been our endeavour to supply a wide variety of communicative assignments, with the focus on different aspects of language learning. A compact disc with a selection of recorded dialogues accompanies the manual. So you will be able to listen to native speakers and enhance your comprehension skills.

We have provided ample testing materials for students to regularly check the progress they make. The tests can also be useful for the teacher in highlighting the points that need more work and the areas that can be considered successfully completed.

The manual includes four parts and a supplement. Part I covers the modals expressing obligation, Part II – the modals expressing supposition and Part III – the modals expressing possibility. Part IV is essentially a review of the material studied. It includes the *Praxis* section, which is specifically targeted at activating the students' skills of handling the modals and at building up their ability to grasp information, memorize it and give a quick response in a communicative situation. The Supplement contains additional tests and exercises, grammar notes and summary tables of the modals and the Infinitive forms.

We hope you will find this book useful and pleasant to work with.

Your attitude and thoughts must be constantly changing for the better.

Be yourself, only better. Be the best you can be!

The authors

Part I

MODALS EXPRESSING OBLIGATION

1.1 M u s t

Expressing Strong Unavoidable Obligation

The form: must (present) – had to (past) – will have to (future)

The Russian equivalent: должен, обязан

The meaning:

‘**Must**’ expresses:

- a) strong, unavoidable obligation, i.e. imperative obligation according to the law / Constitution.

You must obey the law.

Young men of 18 must join the Army.

- b) emotional obligation, i.e. obligation from the speaker's point of view or a personal decision, which you feel strongly about.

I kept saying to myself: "Something must be done! Something must be done!"

‘**Must**’ is used in present-time contexts with reference to the present or future.

In past-time contexts, use this form only in reported speech.

‘**Must**’ may have additional shades of meaning in different contexts such as duty or necessity. In this meaning, ‘**must**’ occurs in affirmative and interrogative sentences to be followed only by the Simple Infinitive*.

Must I visit my sick uncle at the hospital, I wonder?

In the meaning of prohibition, ‘**must**’ is only used in negative sentences and is also followed by the Simple Infinitive without the particle ‘*to*’.

You mustn't smoke at a petrol station.

‘**Must not**’ can express something that you are not allowed to do or strongly recommended not to do.

You mustn't take more than two tablets.

Ex.I Complete the following sentences.

1. In order to be a good manager, you must...
2. Students mustn't...
3. All applicants must...
4. Employees mustn't...
5. Must doctors...?
6. Drivers mustn't...
7. Must managers...?
8. If you are unwell, you...
9. If you want to succeed, you...

* See the chart of the Infinitive forms in the Supplement.

10. If a person wants to hold important positions in the company, they ...

Ex.II Answer the questions.

1. Can you think of something important that you must do tomorrow?
2. What time must you come to the University?
3. What must you do when your teacher enters the classroom?
4. What must you do if you lag behind the group?
5. How often must you write essays?
6. Why must you stay home when you are ill?
7. Why must one air the room?
8. Why mustn't you interrupt people?
9. Why mustn't you copy from your groupmates?

Ex.III Change the following sentences into the past and future.

Model: They must repeat their experiment.

They had to repeat their experiment.

They will have to repeat their experiment.

1. We must take the 8.30 train to arrive in time.
2. You must lock the laboratory after the working day is over.
3. You must discuss this point with the manager.
4. He must write an account of his work.
5. You must ring up your business partner without delay.
6. The president of the club must sign the contract for service delivery.
7. You mustn't drive at break-neck speed.
8. You mustn't stay away from classes.
9. You must look up the new words.
10. Students must work hard and regularly burning the midnight oil.

Ex.IV Use in a dialogue.

1. We simply must accept her invitation.
2. I simply must tell the whole truth.
3. You mustn't say it! You mustn't even think of it!

1.2 T o H a v e t o **Expressing Obligation Arising Out of Circumstances**

The form: to have to (present) – had to (past) – will have to (future)

The Russian equivalent: вынужден; приходится что-то делать

The meaning:

The modal '**to have to**' expresses circumstantial obligation, which is often unpleasant to fulfil. It can only be combined with the Simple Infinitive:

The rules are very strict, but we have to comply with them.

I've got terrible toothache, I'll have to go to the dentist.

The road was slippery and John had to drive carefully.

'**To have to**' is used with the auxiliary 'do' in questions and negatives:

Do you really have to do that?

He did not have to ask them for help.

When used in the negative form, '**to have to**' denotes absence of necessity.

Note that '**must not**', the negative of must, expresses prohibition.

He did not have to do it. vs. He must not do it.

Ex.I Turn the following sentences into disjunctive questions

(with the conjunction 'or').

1. Every factory will have to reduce waste sooner or later.
2. Bill had to go back to town at once.
3. I'm afraid, you'll have to take control of the day-to-day management of the company.
4. Carol had to get involved in the campaign.
5. They usually have to contact other firms for advice.

Ex.II Ask special questions on the following sentences

(i.e. starting with question words like 'what', 'why' etc.)

1. Steve had to switch on the microwave oven because he wanted to warm up his lunch.
2. We had to work round the clock to pass the exams successfully.
3. He has to take a bus as he lives rather far from his office.
4. I'll be busy on Monday morning, so I'll have to make an appointment for Tuesday morning.
5. They have to inspect the work of the local branch once a year.

Ex.III Complete the following sentences.

1. We have to participate in...
2. Did you have to...?
3. Why did you have to...?
4. Who had to...?
5. It's nearly closing time. I'm afraid I'll have to...
6. He was left alone and had to...
7. The case was serious and the police had to...
8. Business was not doing well. So he had to...
9. Why do you have to...?
10. Customs regulations have to...

Ex.IV Answer the following questions. Use the words suggested.

Model: - Why didn't you stay longer? (go home)

- I had to go home.

1. Why didn't you come to see us? (had to go for an interview).
2. Why didn't Clyde drive his car? (repair it).
3. Why didn't she meet us? (was busy at the office).

4. Why didn't she come back in time? (call on her sick friend).
5. Why didn't she go to the meeting? (had to work on a very important project).
6. Why didn't he meet his friend at the airport? (go on a business trip).
7. Why didn't they go on a trip? (to pay their old debt).
8. What made them repeat the experiment? (change the plan for the experiment).
9. What makes her burn the midnight oil? (take her entrance exams in July).
10. Why is she so dispirited? (have a re-examination in maths).

Ex.V Advise me what to do when my computer has the following problems.

1. The memory is full.
2. Nothing happens when I move the mouse.
3. My computer is rather old and slow.
4. I can't find the information I need in the manual.
5. I'm doing an important job, which will take several days.

Ideas: delete some files; re-boot; upgrade the whole system; consult the helpline; back up the file every evening

Ex.VI Make up sentences using the given words; you will also need 'have to', 'must' or 'must not'.

1. You / forget / back up / file
2. You / remember / save / changes
3. You / install / new / version / before / start to work
4. You / use / computer / until / file / download
5. You / overload / memory / open / too / many / files

Ex.VII Translate into English using the modals 'must' and 'to have to'.

1. Ему придется бороться за успех.
2. Вы должны что-то предпринять, чтобы не потерять контроль над ситуацией.
3. Он обязан предложить им новый контракт.
4. Все должны участвовать в охране окружающей среды.
5. Чтобы успеть на переговоры, я была вынуждена лететь самолетом.
6. Вести программу придется вам, так как Джон заболел.
7. Им придется принять сторону руководства.
8. Сестре пришлось пережить те же проблемы, что и мне в свое время.
9. Он потерял все, что имел, и ему пришлось все начинать заново.
10. Ей пришлось развестись с мужем.

Ex. VIII [01] Listen to the following dialogue. Analyse the use of ‘to have to’.

George: Will you show me how to fill in this application form?

Mary: Have you got to do it right now?*

George: Yes, it has to be in the post by Thursday morning.

Mary: Well, first of all, you have to write your name in capitals. You have to give your first name, but you don’t have to give your middle name. You have to put your address on the next line, but you don’t have to put it in capitals.

George: Do I have to give the date of my birth?

Mary: Yes, you do. And you have to state whether you’ve had any contagious disease. You have to give full particulars about your present job, but you haven’t got to say why you want to leave it.

George: Have I got to do it in duplicate?

Mary: No, in triplicate. You have to sign it and you have to enclose a stamped self-addressed envelope if you want a reply.

George: Have I got to send a photo?

Mary: No, you don’t.

George: Have I got to answer all the questions?

Mary: No, you only have to answer those that concern you.

George: I’ll have to read the instructions again. I mustn’t make any mistakes.

Mary: Will you have to have an interview?

George: Yes, I expect I’ll have to go for one next week. Luckily, I haven’t got to pass an examination. I haven’t got to know anything at all. It’s personality that counts!

Ex. IX Reproduce the dialogue following the speakers’ intonation patterns.

Ex. X Make up a dialogue by analogy using as many modal structures ‘to have to do sth’ and ‘to have got to do sth’ as possible.

1.3 T o B e T o

Expressing Obligation According to an Agreement, Plan or Contract

The Form: to be to (present) – was to (past)

The Russian equivalent: согласно, в соответствии с ...

The lexical equivalent: ‘as (it was) previously arranged, agreed upon’

The Company is to deliver the goods in May.

* ‘**To have got to do**’ is a more colloquial equivalent of ‘**to have to do**’. In this modal structure, ‘**have**’ can only take the Present Indefinite tense-form and ‘**got**’ always stays unchanged. ‘*Sb. has not got to do anything*’ and ‘*Has sb. got to do anything?*’ are the patterns for negative and interrogative sentences respectively.

The meaning:

'**To be to**' has the meaning of obligation according to the previous agreement and occurs in affirmative and interrogative sentences in the Present and Past Indefinite tenses. It is followed by the Simple Infinitive.

Set phrases with '**to be to**':

1. *What am I to do? (Как мне быть?)*
2. *What is to become of me? (Что со мной будет?)*
3. *Where am I to go? (Куда же мне деваться?)*

'**To be to**' is also used to say that a certain action is strongly expected from somebody according to the rules, laws, regulations, instructions, social conventions etc.

Every student is to be at the meeting. It is the Dean's order. He will accept no excuses.

'**To be + the Perfect Infinitive**' is used to speak of a planned action that was not carried out.

I am going there at the end of July. I was to have gone in January – it was all arranged – but a new laboratory wasn't ready yet. (Which means 'I did not go there in January'.)

Ex.I. Make up sentences by analogy.

1. The equipment is to be marked in accordance with the terms of the Contract.
2. All these documents are to be presented to the bank.
3. We are to pay for the services in dollars.
4. According to the agreement, the goods were to be delivered to London on May 8th.
5. The briefing is to begin at 7 p.m.
6. The committee is to meet tomorrow.
7. We were to have gone to the conference together, but I happened to fall ill.
8. We were to have had a lecture on American Studies last Thursday, but it was cancelled at the last moment.

Ex.II Here is a list of rules. Paraphrase them using '**to be to**'.


Model: No smoking. – You are not to smoke.

1. No talking.
2. Do not touch anything.
3. Move to the rear of the bus.
4. Keep right.
5. Show the pass.

Continue the list of rules. Transform them into the sentences with '**to be to**'.

Ex. III Comment on the use of modals in the following text. Make up a similar situation.

I am a member of a club. Tomorrow I will have to pay my annual subscription. Every time I go there I am to show my membership card. I have to do this because it is a rule. But of course, I haven't got to show it when I leave the club. It is not necessary. On the other hand, I must not forget to pay for my lunch and I must not forget to leave a tip. That is very important.

Ex.IV  [02] Listen to the following dialogue and analyse the use of modal verbs.

ORDERS

Mike: Do you think I can borrow the car tonight, Mum?

Mum: No, you can't. Your father and I will be using it. We're going to the annual general meeting at the bridge club.

Mike: But they aren't holding the meeting tonight.

Mum: Aren't they? How do you know?

Mike: I heard Dad telling Mr. Jones it had been postponed for a month.

Mum: Well, he didn't mention it to me. If that's the case you can use the car, but you are not to cram it with too many of your friends again. There must have been eight or nine of you in it last week. You'll spoil the upholstery, and besides it's against the law.

Mike: Well, Pete's car had broken down, so ours was the only one available. Anyway there are only seven of us this week.

Mum: That car's only meant to take five people. You are not to go far in it, or you'll break the springs.

Mike: We're only going to a party at Topsham. I'll drive slowly and gently.

Mum: Another of those parties! You're to be home at midnight, or your father and I will be worried to death that you've had a crash.

Mike: Mum, the party will hardly have started by midnight. Just go to sleep and forget about me.

Mum: If you're late in, you are not to make a noise ... And you're not to drink any alcohol or the police will stop you and you'll lose your licence.

Mike: For god's sake, Mum, you must think I'm 9 years old, not 19!

Ex.V Answer the following questions on the dialogue.

1. Could Mike borrow the car that night?
2. What wasn't he to do?
3. How many of them were there in the car the previous week?
4. Why did all of them have to go in one car?
5. What might happen to the car?

Ask questions of your own.

Ex. VI Reproduce the dialogue following the speakers' pronunciation and intonation.

Ex.VII Use in a dialogue.

You are to be here at 9.

Please, tell Mr. Blair he is to meet the delegation at the airport tomorrow morning.

Say how the money is to be spent.

1.4 Advisability, Recommendation

S h o u l d

Expressing Obligation in the Form of Advice or Recommendation

The form: **should**

The lexical equivalents: **I think, I advise, I recommend**

'**Should**' is not so strong as '**must**'.

You should stop smoking (it would be good if you stopped smoking).

You must stop smoking (it is necessary for you to stop smoking).

Russian equivalent: следует, рекомендуется...(личный совет, личное мнение)

Children should go to bed early.

The meaning: '**should**' expresses obligation in the form of advice or recommendation

Ex.I Give a piece of advice. Use '**should**', '**shouldn't**' or '**must**'.

1. Your brother has borrowed a lot of money and cannot return it.
2. Your friend does not have a regular job.
3. Your friend is going to Italy.
4. Your sister is going to get married / divorced.
5. Your fellow student is going to drop out of the University.
6. Your cousin is offered a contract.
7. The company is facing serious difficulties due to a sharp rise in the price of raw materials.
8. The students are unable to follow what the lecturer is saying.
9. They are launching a completely new product as early as the next quarter.
10. My husband wants to start a family business.

Ex.II Translate into English.

1. Тебе не следует делать покупки одной. Ты вечно переплачиваешь.
2. Чем менять место работы, лучше приобрести профессию на всю жизнь.
3. Не следует говорить с ней как с ребенком. Не забывайте, что в этом году она заканчивает институт.

4. Вам нужно перейти дорогу и повернуть налево.
5. Для продвижения товара вам следует начать рекламную кампанию.
6. Вы не должны полностью полагаться на интуицию.
7. Ему не следует вести такой шокирующий образ жизни.
8. Вам следует сходить в поликлинику и сделать прививку от гриппа (to be inoculated).
9. Никогда не следует перебивать других.
10. Мы дали обещание и поэтому должны представить отчет сегодня.

Ex.III Speak on the given points.

1. We should read for knowledge and pleasure. Appreciate and enjoy good literature.
2. We should not always be working, because we become stale.
3. If you are an ambitious language learner, you should work hard on your pronunciation.

H a d B e t t e r **Expressing Advisability**

The form: had better + Bare Infinitive (i.e. without the particle 'to')

The meaning: '**had better**' expresses advisability that is close to '**should**' / '**ought to**' but is usually stronger and often implies a warning or a threat of possible bad consequences:

You'd better not stay up late tonight. If you do, you may oversleep.

Ex.I Work in pairs. Use '**should**', '**ought to**', '**had better**' or '**must**'.

One of you makes the statements, the other gives sensible advice.

(Sometimes the verbs will be in the negative form.)

1. I am to make a report on Economics for Friday.
2. I don't feel good.
3. I am hungry.
4. I am homesick.
5. My roommate never stops listening to music, and I can't stand it any longer.
6. I'm afraid my eyesight has been slightly affected by working at the computer screen.
7. Our flight has been delayed and we may be late for an important conference.
8. I don't like my job.

Suggest your own situations and discuss the way out of them.

Ex.II Comment on the following statements using the modals 'had better', 'should', 'must' or 'have to'

Model: - J.Soros' grants are hard to get.

- It's true. You must be very competent and thorough to qualify for them.

- You'll have to slave over the subject to get one.

- You'd better think twice before you challenge one.

1. The manager is dangerous to quarrel with.
2. The exam is hard to pass.
3. The dean is difficult to convince.
4. The fabric of the required quality is next to impossible to get.
5. Telephone numbers are hard to remember.
6. New-York is an exciting city to visit.
7. His roommate is bossy to deal with.
8. The room is difficult to restore to order.
9. Entrance exams are extremely hard to pass.
10. The room is miserably cold to work in.
11. The post of a top executive is uncommonly nerve-wrecking to like it.

1.5 O u g h t t o **Expressing Moral Obligation**

The form: ought to

The Russian equivalents: следует, морально обязан (неписанный закон)

The meaning:

'**Ought to**' expresses moral obligation, or an important responsibility for doing something, which is naturally expected of a person in accordance with social conventions. On a more general scale, '**ought to**' expresses a higher degree of obligation than '**should**'.

'**Ought to**' occurs in all types of sentences:

He ought to care about his mother.

What ought I to do?

You oughtn't to say it to anybody.

Every man's folly ought to be his greatest secret.

Generally, '**ought to**' refers an action to the future and is followed by the Simple Infinitive. With reference to the present, '**ought to**' is used with the Continuous Infinitive if the verb is dynamic, or with the Simple Infinitive if the verb is stative*.

You ought to be making your own money. You've over 20 already.

You ought to feel more responsible for what you are doing.

* A stative verb is a verb that does not imply a change of state, e.g. *to be, to know, to own*.
A dynamic verb is a verb that implies a change of state, e.g. *to do, to learn, to lose*.

Ex.I Make up sentences by analogy.

1. They oughtn't to enlarge upon the details of the contract.
2. You ought to be more polite to him.
3. You ought to go away.
4. Father looks down. We ought to cheer him up.
5. You ought to help him; he is in trouble.
6. Every businessman ought to learn how to run a responsible business.
7. He was sorry he had said a thing that he ought not to have said.

Ex.II Complete the following sentences.

1. I should get in touch with him.
2. I should cancel tomorrow's lecture as / but...
3. It's her favourite holiday. We ought to...
4. Parents ought to...
5. You shouldn't...
6. Every student ought to...
7. Top managers oughtn't...
8. You oughtn't... It doesn't help, you know.
9. Must we ... for tomorrow?
10. I ought to go...

Ex.III Given below are some evaluative nouns and adjectives. Use them to express advice, recommendation or moral obligation.

Model: - *The unpleasant truth is that little Kitty is a spoilt child.*
- *She should be more polite and friendly with people.*
- *She oughtn't to be so messy and choosy.*

The idea: *What kind of a person should / shouldn't, ought / oughtn't...*

a good friend	an experienced PR-specialist	
a professional designer	a true leader	
an experienced doctor	a hard-working student	(to) be?
a good lawyer	a respectable professor	
an efficient manager	a good accountant	

modest	easy going	messy	a bore
polite	friendly	fussy	a pill
generous	agreeable	jumpy	a nuisance
sympathetic	sociable	nervy	a snob
optimistic	patient	weepy	a grumbler
proficient	enthusiastic	choosy	a complainer
punctual	fair-minded	touchy	a boss

Ex.IV Advise your friend to do the following. Use the modal verbs 'should' and 'ought to'.

1. Keep your ideal weight.
2. Learn the methods to reduce stress.
3. Do not smoke.
4. Get enough sleep.
5. Engage in regular physical activity.
6. Keep a positive mental attitude.
7. Keep emotionally and physically fit.
8. Get yourself a hobby.
9. Don't worry over things of no importance.
10. Attend closely to your college work.

Ex.V Speak on the given points.

1. We ought to warn him, otherwise he might get into trouble.
2. A scientist ought to be very competent.
3. A manager ought to make careful decision.

Ex.VI Use in a dialogue.

1. You ought to be very serious about your home assignments.
2. You oughtn't to turn to strangers for help.
3. Which offer ought I to accept?
4. You ought not to be sitting here and talking. There are a lot of things to see to, things to be arranged.

1.6 N e e d

Expressing Obligation in the Form of Necessity

The form: need

The English equivalent: it is necessary.

The Russian equivalents: **нужно, надо, необходимо**

The meaning:

'**Need**' expresses obligation in the form of necessity.

The grammar of the verb is inconsistent. '**Need**' as a modal (i.e. followed by the bare Infinitive) is mainly restricted to interrogative and negative sentences:
Need I repeat it? No, you needn't.

You needn't repeat it.

In combination with the Perfect Infinitive, '**need**' expresses an action that has been performed though it was unnecessary. It implies a waste of time or effort.

You needn't have come. The class has been cancelled.

You needn't have told him a lie.

A set combination: I need hardly say 'Стоит ли говорить'.

As a regular verb (i.e. followed by a (pro)noun or a 'to'-infinitive), '*need*' also expresses necessity and can take all the required tense-forms:

He needs a new demi-coat.

He did not need to explain.

You don't need to tell me that you are sorry.

Learners need to be provided with every possible opportunity to activate the new language.

Ex.I Paraphrase the following sentences.

1. It is not necessary to come to the office on Saturday.
2. It is not necessary to see me to the station.
I know the way well.
3. It is not necessary to water the flowers.
It is going to rain.
4. It is not necessary to interfere.
You may spoil everything.
5. It is not necessary to write a twenty-page essay.
A ten-page paper will be sufficient.
6. It isn't necessary for you to come to the meeting.

Ex.II Translate into English.

1. Не надо волноваться.
2. Не нужно (нет необходимости) ей звонить, она в курсе.
3. Вам незачем его бояться.
4. Нужно ли мне это повторять?
5. Не надо было спешить.

1.7 Prohibition and Lack of Necessity: '*Need*', '*Have to*' and '*Must*' in the Negative Form; '*Not to Be Allowed to*', '*Not to Be Supposed to*'

Ex.I Use '*must/must not*', '*have to / do not have to*' in the correct form.

1. I've already done my homework so I ____ study tonight. I think I'll go for a walk.
2. Children ____ wear uniform nowadays.
3. Mother suddenly fell ill yesterday. We ____ call the doctor.
4. When you are in Moscow again, you ____ come and see us.
5. Our classes begin at 8.15 tomorrow. I ____ to get up earlier than usual.
6. You ____ ignore what I am telling you. It's very important.

Ex.II Complete the sentences.

1. I'm sorry I'm late. I had to...

2. I must not...
3. We don't have to...
4. People must not...
5. Everybody must...
6. Children must not...
7. Who must...?
8. Who has to...?
9. It is 10 p.m. already. I'm afraid we have to...
10. Must we...?

* * *

Remember to use **'didn't have to do'** to indicate that the action was not performed because it was not necessary.

Compare:

You needn't have bought bread

Вам не нужно было / не следовало покупать хлеб. (Вы зря...) Его и так много.

There is plenty of it.

It was a holiday yesterday.

Вчера был выходной. Нам не

We didn't have to go to school.

нужно было идти в школу (в этом не было необходимости, и мы этого не сделали).

* * *

Ex.III Make sure you have understood the following statements correctly.

Use **'needn't have done'** or **'didn't have to do'**.

Model: 1. - I didn't tell him anything, he heard our conversation.

- Do you mean that you didn't have to tell him anything?

- That's it.

2. - He bought a ticket for me, but I've got one.

- Do you mean to say he needn't have bought one?

- Absolutely.

1. Raymond didn't accompany Mrs. Gibbson as she knows the way.
2. Raymond accompanied Mrs. Gibbson all the way to the office. But Mrs. Gibbson knows the way.
3. She never advertised her clothes. They were always popular.
4. He introduced himself but that wasn't necessary. Everybody remembered him.
5. We didn't copy the text. The teacher only wanted us to listen to it in the laboratory.

Ex.IV Translate the following sentences into English.

1. Вам не нужно было делать пересадку. Можно было доехать на трамвае.
2. Я узнал, что туда идет троллейбус и мне не нужно было делать пересадку.
3. Вам не нужно было делать это упражнение в письменной форме: задание было устное.
4. Мне не нужно было представлять их, так как они хорошо знали друг друга.
5. Вам не нужно было приходить так рано. Раньше десяти в помещение не пускают.
6. Она была рада, что ей не пришлось занимать деньги, поскольку ее дочь получила премию.
7. Вам не надо было забирать из банка все деньги сразу. Можно было взять лишь часть из них.
8. Тебе незачем экономить. У меня достаточно денег, чтобы прожить месяц.
9. Я с облегчением вздохнул, когда мне дали деньги на карманные расходы.
10. Вам не обязательно давать мне аванс: заплатите, когда я все сделаю.

Ex.V Translate into English using modals expressing obligation.

1. Не надо волноваться, у нас достаточно времени.
2. Нет необходимости ей звонить: она все знает.
3. Не нужно было торопиться. Срок сдачи работ завтра.
4. Мне не придется завтра идти на консультацию, потому что ее отменили (to be off).
5. Чтобы хорошо сдать вступительные экзамены, придется повторить материал.
6. К обеду нужно купить хлеба.
7. Нам требуется хороший учебник.
8. Тебе надо учиться готовить.
9. Поезд должен прибыть по расписанию.
10. Им придется сделать пересадку во Франкфурте, так как прямого рейса до Портланда нет.
11. У него плохо со зрением, и он вынужден носить очки.
12. Не нужно звонить, у меня есть ключ.
13. Не следует судить по первому впечатлению. Оно может оказаться ошибочным.
14. Вы поздно вернулись. Вам следует пораньше лечь спать.
15. Необходимо, чтобы каждый студент принял участие в этом соревновании.
16. Вам не придется ничего придумывать. Вам скажут, что делать.
17. Мне теперь не нужно рано вставать: я учусь во вторую смену.
18. Ему не следует работать так поздно. Часть работы можно отложить на завтра.


19. Нельзя быть таким нетерпеливым. Всегда следует считаться с мнением других людей.
20. Вам часто приходится ходить к врачу?
21. Ты должен отдохнуть. Ты работаешь с самого утра.
22. Экзамен должен состояться 1 июня.
23. Вы должны приготовить эту работу к четвергу.
24. Я должен был приготовить эту работу к четвергу (2 варианта).
25. Вам не придется готовить эту работу.
26. Мне не нужно было готовить эту работу к четвергу.
27. Он, должно быть, не приготовил работу к четвергу.
28. Он, должно быть, приготовил эту работу еще к четвергу.
29. Мне придется посидеть дома эти дни. Мне надо сделать все, что накопилось за время болезни.
30. Согласно замыслу предприятие должно производить очень мало промышленных отходов.

Ex.VI Modal verbs of obligation

The extracts below contain various suggestions made by different people for facilitating international merger negotiations between two companies. Complete the extracts using '*must*', '*have to*', '*should*' or '*ought to*'. Note that more than one of the modals may be possible and that you may need to use the negative form.

- a "There 1 *has to* be no doubt in people's minds that the two organisations fit well together and can form a coherent business entity. If there is no commercial logic behind a deal, then you 2 _____ do it."
- b "If you are doing a deal with a company which uses a different national language to you, you 3 _____ assume that what is written in the contract in another language is an exact translation of what you had expected.
You 4 _____ get a professional translator to give you a version of the document in your own language before you sign anything."
- c "Pay close attention to the vocabulary that you use. You 5 _____ try to avoid using expressions that make you appear as the winner or as the partner who calls all the shots. Also you 6 _____ be in too much of a hurry to conclude a deal as in some cultures it takes a lot of time to come to a final decision."
- d "You 7 _____ make sure that your contract contains a clause allowing for re-negotiation in the case of problems. This means that if conflict does arise then you will not 8 _____ go back and do the whole thing all over again."

- e “If you are negotiating with a foreign partner, it’s advisable to use services of an interpreter but you 9 do this. In fact there are other alternatives. For instance some experienced negotiators say that you 10 use your laptop instead. You can type in information and comments in simple English and then show these to the other participants to see if they agree.”
(Corporate Alliances and Acquisitions)

Ex.VII  [03] Listen to the following dialogue and analyse the use of modal verbs. Mind the notional verb ‘need’ as well.

GARAGES

Ted: Did you take your car to Greenham's garage to be repaired, Bill?

Bill: Yes, the day before yesterday. It's in good shape again now. Apparently, I needn't have worried about that terrible rattling noise underneath. It was only a loose wire and they fixed it in two minutes flat.

Ted: Was there anything else wrong?

Bill: Oh, yes. They found about a dozen other things that needed replacing.

Ted: That's always the way. You take the car in for one reason and they find that everything else is wrong. In the end of your pay twice as much as you bargained for. But at least Greenham's people are fast workers.

Bill: Yes, thank goodness! We had to go to Birmingham yesterday and I thought I'd have to hire a car or borrow someone else's, but my own car was ready in time, so I didn't need to hire one after all.

Ted: Of course, Greenham may be fast, but he's expensive too. I didn't have to go to him, of course. I think I'll try somewhere else next time something goes wrong.

Bill: It doesn't matter where else you try. All garages are expensive these days. You just have to pay up. There's nothing else you can do.

Ted: And sometimes you can't even be sure that they've done the job you've asked them to do. Last year I had to take my car into a garage in Brighton for an emergency repair, and I wasn't even allowed to stand in the repair shop and watch while they did it. Union rules or something.

Bill: Well, they probably didn't want you to see how simple the job was before they gave you the bill.

Ex.VIII Answer the following questions.

1. Why did Bill have to take his car to Greenham's garage?
2. Why did customers have at times to pay twice as much?
3. What made Ted be so critical about Greenham's people?
4. Could Bill offer any objections?
5. What were the customers not to do at the workshop?

Ask questions of your own.

Ex.IX Reproduce the dialogue following the speakers' pronunciation and intonation.

Ex. X Make up a dialogue by analogy using the same grammar patterns.

1.8 Will, Would

Expressing Volition or Persistence

The form: will (present) – would (past)

The meaning:

The modal '**will**' nearly always combines the meaning of volition with the meaning of futurity, i.e. the function of the auxiliary verb.

"I am resolved. I will do it!" said Peter. – "Я полон решимости. Я это сделаю!" сказал Питер.

1. '**Will**' expresses intention, willingness or readiness to do something.

It can also express persistence or wilfulness.

She knows that she is in the wrong, but nevertheless she will have it her own way.

Она знает, что ошибается, но все равно продолжает делать по-своему.

When he was poor, he would do anything to earn some money.

Когда он был беден, он был готов делать что угодно, чтобы заработать.

I told her not to tease the cat, but she will do it still.

Я велела ей не дразнить кошку, но она по-прежнему продолжает это делать.

There seemed to be a fault on the line, but Mary would try to get through.

На линии, похоже, произошел сбой, но Мэри настойчиво пыталась дозвониться.

2. '**Won't**' and '**wouldn't**' express refusal to do something or persistence in not doing something:

The child won't eat porridge.

Ребенок никак не хочет есть кашу.

He wouldn't answer my questions (= he refused to..)

Он отказался (не пожелал) отвечать на мои вопросы.

3. With nouns denoting inanimate objects, '**won't**' and '**wouldn't**' express resistance (противодействие). The Russian equivalent is '**никак не...**'.

The door won't open!

Дверь никак не открывается!

The engine wouldn't start.

Мотор никак не заводился.

4. '**Will**' expresses inevitability or insistence. When used in this meaning, '**will**' is always stressed.

What will be will be.

Чему быть, того не миновать.

Accidents will happen (i.e. they do happen from time to time) *Несчастные случаи неизбежно случаются.*

5. 'Will' and 'would' express polite request in interrogative sentences.

'Would' makes the request still more polite.

Will/would you pass the salt, please? Передайте, пожалуйста, соль.

Would you be so kind as to pass me the salt?

* * *

Ex.I Analyse various meaning of 'will' and 'would' and make up sentences by analogy.

1. I should be grateful if you would give me a little help.
2. He said "I 'will lend you the money if you wish."
3. – Do you think she will/would sing at our party?
– Yes, I think she will/would.
4. No matter what you say, I will do as I like.
5. Boys will be boys. One cannot expect them to be different.
6. I hope he will not now refuse my apology.
7. They won't allow dogs in the house.
8. This wood won't polish.
9. He will do it again and again.
10. "I won't endure a coward. You will go!"

Ex.II Paraphrase the sentences using the modal 'won't'.

Model: David doesn't want to listen to his father's advice.

David won't listen to his father's advice.

1. Nowadays overseas businessmen object to investing money in our economy.
2. I object to working under these miserable conditions.
3. I refuse to go there on foot.
4. San refuses to hand in his paper.
5. We refuse to be part of it.
6. Carol refuses to talk about it.
7. The child refuses to have milk.

Ex.III Use in a situation. Speak on the following points.

1. They wouldn't listen to me.
2. He won't/wouldn't take any notice.
3. He will have his own way.
4. We wanted to sunbathe but the sun wouldn't come out the whole time we were on holidays.
5. We offered him help but he wouldn't accept it.
6. Love will find a way out.

Ex.IV Use in a dialogue.

1. He won't help me.
2. The car won't take the six of us.
3. The lock on this door seems to be broken. It won't open.
4. I'm writing an essay but the lines won't come easy to me.
5. The key won't go in.

Ex.V Translate into English.

1. Я непременно напишу, как только смогу.
2. Я все равно приду, хочешь ты или нет.
3. Он не хочет меня слушать.
4. Дверь не открывается.
5. Студенты всегда остаются студентами.
6. Я сделаю это с удовольствием.
7. Вы полагаете, он захочет взять заботу о билетах на себя?
8. Я не думаю, что он с удовольствием вложит деньги в это предприятие.
9. Если вы не будете возражать, я приглашу одноклассников.
10. Я бы не хотела, чтобы вы вмешивались в наши личные дела.

Part II

MODALS EXPRESSING SUPPOSITION / DEGREES OF CERTAINTY

2.1 Must

Expressing Supposition Implying Strong Probability

The form: must + Bare Infinitive (simple, continuous, perfect and perfect continuous)

The Russian equivalents: **должно быть, очевидно, явно**

The lexical equivalents: modal words '*evidently*', '*surely*', '*obviously*', '*no doubt*', '*apparently*', '*certainly*'

He's a bank manager, so he must be well-paid.

She doesn't answer the phone, she must be having lunch.

She hasn't arrived yet. She must have missed the train.

You look tired. You must have been driving for a long time.

The meaning:

In the meaning of supposition implying strong probability, '*must*' only occurs in affirmative sentences. To express negation, use negative prefixes, pronouns, adverbs, the verb 'to fail' or words with the opposite meaning. Do not use '*must*' in the meaning of supposition with reference to the future. Use '*to be likely*', '*to be sure*' or '*probably*' instead: *He is likely/sure to come tonight.*

In the meaning of supposition, '*must*' may be followed by different forms of the Infinitive. If reference is made to the present, use the Indefinite Infinitive of stative verbs and the Continuous Infinitive of dynamic verbs:

He must know it all. – Он, должно быть / вероятно, все знает.

Nobody answers the doorbell. He must be sleeping – На звонок никто не отвечает. Он, должно быть / вероятно, спит.

If '*must*' is followed by the Indefinite Infinitive of a dynamic verb, it expresses obligation: *You must do the cleaning. – Вы должны здесь убраться.*

If '*must*' is followed by the Perfect Infinitive, it expresses strong supposition that refers to the past. *They must have forgotten their promise – Они, должно быть / вероятно, забыли свое обещание.*

To make a supposition about a lasting action that started some time ago, use '*must*' + the Perfect Continuous Infinitive: *You are soaking. You must have been waiting for hours in this awful rain – Вы совершенно промокли. Вы, должно быть / вероятно, очень долго прождали под этим ужасным дождем.*

Ex.I Fill in the blanks with the correct form of the Infinitive.

1. She must (to play) in the garden тщц.
2. Judging by your story you must (to be) a risky person.
3. Look! They're still here. They must (to sit) here for over an hour.
4. Ann must (to start) her business in a small way.
5. The bell must (to go) already.
6. You must (to joke). He's been running this business for years.
7. He must (to forget) your address.
8. She must (to know) your sister. They studied together at the University.
9. The work must (to be carried out) in secret for quite a long time.
10. Oh, Tom, think she must (to suffer).

Ex.II Answer the following questions using 'must' to express supposition. Mind the form of the Infinitive.

1. Why do you think the flight was cancelled?
2. What do you think your mother has been doing all this time?
3. Why do you think the teacher is upset?
4. Where do you think Helen is now?
5. What makes you think they have much money?
6. Why do you think they were in a hurry?
7. Look at this charming lady. Can you tell her age?
8. What do you think I was doing all day long yesterday?
9. Why do you think they are so unhappy?
10. Whom do you think I met just now?

Ask questions by analogy.

Ex.III Paraphrase the following sentences.

1. It looks as if you were ill. Your eyes are red.
2. Evidently, he was afraid to tell the truth.
3. There is a crowd of people over there. No doubt something has happened.
4. Obviously, he couldn't give the right answer. The teacher was displeased.
5. Evidently, she isn't patient with clients. They dislike her.
6. Obviously, he is very observant. Whenever I feel sad he always notices it.
7. I am sure it is pleasant to spend summer in such a picturesque place.
8. You have been absent very long. Surely, you feel hungry.
9. Most probably, he went broke.
10. No doubt they have taken the wrong turn.

Ex.IV Translate into English.

1. Вы прекрасно выглядите. Должно быть, вы хорошо отдохнули.
2. По все вероятности, он еще не вернулся.
3. Очевидно, он не успел на поезд, так как вышел очень поздно.
4. Почему бы нам не зайти в кафе? Вы, должно быть, очень голодны.
5. Сегодня чудесная погода. Должно быть, они загорают.
6. Она уже месяц не выходит из дома. Очевидно, все это время она чувствовала себя плохо.

7. Он объездил весь мир и, должно быть, знает несколько иностранных языков.
8. Очевидно, он еще не записался на курсы (to sign up for).
9. Должно быть, нам придется пропустить тренировку (a training session).
10. Они сейчас, несомненно, наслаждаются прекрасной погодой.

Ex.V Say what conclusions may be drawn from the following facts. Use the verb 'must' to express certainty.

1. They have been travelling all day.
2. Alex passed the exam. He didn't study much for it.
3. I haven't seen Ann for ages.
4. The cup didn't break when I dropped it.
5. When I woke up this morning the TV-set was switched on.
6. Jane is putting on her hat and coat.
7. I can't find my paper anywhere.
8. How strange! The shop is closed.
9. Look! There are a lot of people at the bus stop.
10. I feel giddy.

Ex.VI Make the following sentences opposite in meaning. Make all the other necessary changes.

1. They must have done it the right way.
2. He must have come in time.
3. You must have admitted the truth.
4. She must have controlled her feelings.
5. Everybody must have noticed her leave the room.
6. He must have seen me. He nodded his head.
7. Jane must be very particular about her clothes. She always looks smart.
8. Steve must have kept his promise. He is a man to count on.
9. New employees like her. She must be very patient with them.
10. They are getting on fairly well. He must be an obedient person.

Ex.VII Translate into English expressing strong supposition in negative sentences.

1. Должно быть, он опять не смог убедить ее вернуться.
2. Вероятно, вы не пытались заставить себя работать систематически.
3. Очевидно, не все гости пришли в назначенный час.
4. Скорее всего, вы не захотели помочь ему догнать группу.
5. Должно быть, операция была неудачной. Он до сих пор в больнице.
6. Вероятно, билетов в кассе не было, и ему пришлось покупать их с рук. (from the sharks)
7. Очевидно, отремонтировать телевизор не было смысла. Иначе бы он не купил новый.
8. Скорее всего, мы не успеем на электричку. Остается 15 минут.
9. Мы, скорее всего, останемся без денег: банк закрывается.

2.2 M a y / M i g h t

Expressing Slight (Uncertain) Supposition

The form: may / might + bare infinitive (simple, continuous, perfect and perfect continuous)

The Russian equivalent: **ВОЗМОЖНО, МОЖЕТ БЫТЬ**

The lexical equivalents: modal words '*perhaps*', '*maybe*', '*possibly*'

The meaning:

In the meaning of slight supposition, '*may*' occurs in affirmative and negative sentences. '*Might*' doesn't change the general meaning of the sentence, but it intensifies the uncertainty of supposition.

Followed by the Perfect Infinitive, '*might*' is used in reported speech or in past-time contexts:

She said that the train might not have arrived yet.

In the meaning of slight supposition, '*may*' / '*might*' can be used with reference to the past, present and future:

1. *He may have overslept the lecture. Возможно, лекцию он проспал.*
2. *He may still be waiting for us. Он, возможно, нас все еще ждет.*
3. *She may come any minute. Она может прийти в любую минуту.*

In the meaning of slight supposition, '*may*' / '*might*' can be followed by different forms of the Infinitive. If reference is made to the present, use the Continuous Infinitive of dynamic verbs (see sentence 2 above) and the Indefinite Infinitive of stative verbs (*He may be still alive*). If followed by the Indefinite Infinitive of a dynamic verb, '*may*' means permission (*You may come in*).

Ex.I Fill in the blanks with the correct form of the Infinitive.

1. He may (to be) a good student but he is not easy to deal with.
2. You'd better wait a bit. He may still (to do) his homework.
3. Don't argue with her. She may (to be) right.
4. Betty hasn't decided yet but she may (to enter) the Technical University.
5. I am not sure, but he may (not to hear) the news.
6. I haven't made up my mind yet. But I may (to buy) some shares.
7. Don't scold her – the task may (to be) too difficult for her, that's why she made rather many mistakes.
8. I'm afraid our prices might (to go up) from January 1st.
9. He thought they might (to be) still at work.
10. I don't know for sure, but I'm afraid the delivery may (to be) late.

Ex.II Answer the following questions using 'may' to express supposition. Mind the form of the Infinitive.

1. Do you think it'll rain today?
2. Do you think Julia is studying now?
3. Do you think Tony has passed his exam?
4. Do you think we'll be late for the presentation?
5. Do you know when Tom is going to see us?
6. Do you think she's caught up with the group?
7. Do you think he needs to burn up calories?
8. Do you think we'll have a piece of luck?
9. Do you think he had to change trains?
10. Do you think they dined out in a top restaurant?

Ask questions by analogy.

Ex.III Paraphrase the following sentences.

1. I don't remember whom I gave the book. **Maybe** I gave it to Michael.
2. For all I know, she is **possibly** at home.
3. **Perhaps** she will not come at all. I'd better stay with the child.
4. What are you doing this weekend? – **Perhaps** I'll go to my aunt's."
5. **Maybe** she was upset. She didn't say a word.
6. I don't know for sure but **perhaps** they have known each other since childhood.
7. **Perhaps** he will be able to make a valuable contribution to our project.
8. **Maybe** you've left the book at home.
9. Try this salad – **perhaps** you'll like it.
10. What a mess! – **Possibly** she left in a hurry.

Ex.IV

A. Translate into English using modal verbs expressing supposition.

1. Я давно не встречался с ним. Возможно, он куда-то уехал.
2. Никто не мог понять, почему он так растерялся. Как знать, может, он не ожидал увидеть нас там.
3. Может быть, мы поедem на море в этом году.
4. Сходите в конференц-зал. Возможно, он делает там презентацию новых продуктов.
5. Она, может быть, и пообещала прийти, но она может и передумать.
6. Как знать, возможно, он задержится на работе.
7. Возможно, они сейчас как раз обедают.
8. Не уверена, но, может быть, он уже отслужил в армии.
9. Возможно, им что-то помешало сделать ремонт сразу после переезда.
10. Кто знает, может, этот проект увенчается успехом.

B. Translate the sentences into English using modal verbs expressing supposition.

1. Он выглядит очень счастливым: его работу, очевидно, одобрили.

2. Должно быть, очень приятно путешествовать по югу весной.
3. Его зовут Кларк. Возможно, вы слышали о нем.
4. Женщина в синем костюме, стоящая у окна, кажется мне знакомой.
Должно быть, я где-то ее встречала.
5. Напрасно я сказал ему это. Вероятно, он обиделся на меня.
6. Все обязательно будет в порядке: ваша дочь непременно достигнет успеха.
7. Почему вы сделали эту ошибку? Очевидно, вы были невнимательны во время объяснения.
8. Лена расстроена. Скорее всего, она опять не сдала экзамен.
9. Возможно, вы не поняли, что расписание изменили.
10. Вы, вероятно, не предупредили их о нашем приходе.

Ex. V Say what conclusions may be drawn from the following facts. Use 'may' or 'might' to express slight supposition.

1. The weather is getting worse.
2. Nell is in low spirits.
3. Mum is late.
4. Doris hasn't come today.
5. Don went to bed as soon as he came home.
6. The Dean's office is closed.
7. They are unable to make a fortune.
8. In the beginning Britain was slow to use credit.
9. Monica refused to lend me money.
10. He has lost his job.

Ex. VI [04] Listen to the following dialogue paying attention to the modals 'must', 'have to', 'may' and 'can' followed by the Passive Infinitive.

John: This room is in a mess. Before you go, it must be cleaned.

George: What has to be done?

John: The floor must be swept, the ash-trays must be emptied, the orange-peel must be picked up. All these papers must be put away. The shelves must be dusted, and the books must be arranged in alphabetical order. And don't forget: don't leave the window open, don't lock the door, don't move any papers, don't make a mess.

George: We'll need a broom.

John: Go and buy one.

George: I haven't any money.

John: Don't argue. Do as I say. Get a move on. I'm going to the pictures.

George: If the police arrive I may be arrested. I may be taken away, I may be questioned, I may be put in prison.

John: Why?

George: Because I didn't go to their charity concert.

John: Nonsense! Go on with your work. It must be finished by six o'clock.

George: It can't be done.

John: Why not?

George: No broom.

John: Find one.

George: I've looked everywhere.

John: Well, beg, borrow or steal one. The room can't be left this way. Go and ask Mary.

George: Ask her yourself. I'm going on strike. Get me a broom or I don't clean the room.

Ex. VII Reproduce the dialogue following the speakers' intonation.

Ex. VIII Make up a dialogue by analogy using the pattern 'modal verb + the Passive Infinitive'.

2.3 C a n / C o u l d

Expressing Supposition Implying Disbelief, Doubt, Surprise in Negative and Interrogative Sentences

The form: can / could / can't / couldn't + bare Infinitive (simple, continuous, perfect and perfect continuous)

The Russian equivalent: **неужели, не может быть, невероятно**

The lexical equivalent: modal words – impossible, unlikely, improbable, incredible, doubtful, is it possible?
I don't believe it, I greatly doubt

"No, no, no!" cried she. "Don't say it! It isn't true! It can't be true!"

In this meaning, '**can**' and '**could**' only occur in interrogative and negative sentences:

1. *Can it be true?* 2. *It can't be true.*

'**Could**' doesn't change the meaning. It makes the statement milder and less categorical.

'**Couldn't**' must be used if the finite verb in the principal clause is in the past: *He said that Mary couldn't have done it.*

In the meaning of supposition, '**can**' / '**could**' may be followed by different forms of the Infinitive. If reference is made to the present, use the Indefinite Infinitive of stative verbs and the Continuous Infinitive of dynamic verbs:

Can he be over forty?

Can Peter be telling lies?

If '**can**' is followed by the Simple Infinitive of a dynamic verb, it expresses ability: *Can you play the piano?*

Sentences of the kind ‘*Неужели он не сказал им об этом?*’ are rendered into English with the help of ‘*Can it be true that...?*’ or the verb ‘*to fail*’.

Can it be true that he hasn't told them about it?

Can he have failed to come?

Ex.I Use the correct form of the Infinitive.

1. Something must have happened. He can't (to be) late.
2. Can he (to use) the car in your absence?
3. He can't (to fail) to notice you.
4. Can he (to jog) still?
5. He is over eighty. He can't (to read) without glasses.
6. Can he (be) a student?
7. Can it (to be) so late now?
8. You could not (to see) her at the party. She was at home working at her English.
9. I don't believe her. She cannot (to forget) to bring the book. She simply didn't want to.
10. Can they (to do) the flat so often?

Ex.II Answer the following questions expressing surprise, disbelief or doubt. Give your reasons.

1. Are they married?
2. Have they quarrelled?
3. Did Olga know about the plan?
4. Is she serious?
5. Do you really think they have travelled much?
6. Is he English?
7. Was this house built in 1890?
8. Do you believe he is an efficient manager?
9. Has he made a good financier?
10. Are they still working?

Ask questions by analogy.

Ex.III Paraphrase the following sentences.

1. **It is impossible** that he should prefer music to reading.
2. **Is it possible** that he has given up football?
3. I **don't believe** that he missed the train.
4. **Is it possible** that Mum hasn't come yet?
5. **It's unbelievable** that Ann is still writing her paper.
6. **It is impossible** that he is brilliant with numbers.
7. **I don't believe** he's grown into a handsome man. He used to be so plump.
8. **It is impossible** that he enjoys taking risks.
9. **Can it be true** that once money-lending for profit was considered to be a crime?

10. **Is it possible** that he made no attempt to escape?

Ex.IV Translate into English.

1. Неужели вы забыли билеты дома?
2. Не может быть, чтобы она не приготовила ему какой-нибудь подарок.
3. Неужели они так и не помирились.
4. Неужели это правда, что он все время бездельничает и не помогает родителям?
5. Неужели ты все это время смотрел телевизор?
6. Не может быть, чтобы продавец вас обманул.
7. Неужели вы перепутали адрес?
8. Неужели она провалилась на вступительных экзаменах.
9. Не может быть, чтобы ей было так много лет. Она выглядит не старше тридцати.
10. Неужели вы так и не узнали, в какой больнице она находится?

Ex.V Express surprise, disbelief, doubt. Give your reasons.

1. The door is locked on the inside.
2. They didn't get Mary on the phone.
3. It looks like raining.
4. They say the project is a complete failure.
5. Ray refused to take part in the conference.
6. I hear they treat her unkindly.
7. This film was made by a very good director.
8. Boris left five minutes ago.
9. She is going to Italy this summer.
10. The service is always quick and the bill is modest at our cafeteria.

Ex.VI Translate from Russian into English using the required modal.

1. Не может быть, чтобы он забыл о нашей встрече.
2. Не может быть, чтобы сейчас было только 5 часов. Ваши часы, должно быть, остановились.
3. Никак не может быть, чтобы у нее был большой опыт преподавания французского языка. Она окончила институт только в прошлом году.
4. Не может быть, чтобы он работал в это время.
5. Неужели эта книга стоит так дорого?
6. Неужели он не извинился перед ней?
7. Не может быть, чтобы книга не произвела на нее впечатления.
8. Вряд ли он виноват.
9. Не может быть, чтобы он провалился на экзамене.
10. Не может быть, чтобы он хотел обидеть вас.
11. Я не верю, что в прошлом году он читал книги в оригинале. Он знал еще слишком мало слов.
12. Я не верю, чтобы они ходили в кино вчера. Мы договорились посмотреть этот фильм вместе на будущей неделе.

13. Не может быть, чтобы они не пришли к единому мнению.
14. Очень сомневаюсь, что вы бы не захотели принять такой подарок.
15. Неужели вы никогда не слышали о Лувре?
16. Не может быть, чтобы он не заехал за ней.
17. Разве мог кто-нибудь подумать, что ты ни с кем не посоветуешься, до того как уволиться с работы?
18. Не может быть, чтобы они все заранее не предусмотрели.
19. Вряд ли ты не услышала будильник. Скажи, что тебе хотелось еще поспать.
20. Очень сомневаюсь, что он не распускал о тебе сплетни.
(spread stories)

Ex.VII Paraphrase the following sentences.

1. Is it possible that you didn't help Mother to do the flat?
2. It is impossible that Ann didn't keep her word.
3. I don't believe that he didn't accept the offer.
4. It's hardly likely that he doesn't want to join us.
5. It is unbelievable that you don't like sport.
6. Is it possible that Charlie didn't want to divorce his wife?
7. It's very doubtful that you don't feel like going to France.
8. Is it possible that your sister can't improve the situation?
9. I don't believe you've never paid any taxes.
10. It's impossible that you don't know anything about your fellow students.

Ex.VIII Continue the following list of sentences. Make up a dialogue with some of them.

- Who could have thought / expected / supposed etc. that she would
- go to work to Ireland?!
 - get a fantastic contract with "Vogue"?!
 - have turned down this offer?!
 - have refused to participate in the pilot project?
 - have started a career in advertising?

2.4 The Modal Word-Combination 'To be Liable to Do Sth'

The modal word-combination '*to be liable to do it*' needs special attention drawn to it. It has strong modality and several shades of meaning. Its lexicogrammatical equivalents are:

1. ***to be able to do sth*** (possibility)
The expert is liable to evaluate all the facts.
2. ***to be likely to do sth*** (supposition)
He is liable to shout when he gets angry.
Be careful! The car is liable to overheat.
3. ***to be obliged, bound, authorized to do sth***
The office manager is not liable to sign contracts.

4. to be legally responsible for sth

Who is liable for your family debts?

Ex. I Analyse the following sentences and rephrase them using ‘to be liable to do smth’

1. Ken is a competent business manager. He is able to handle any tricky situations.
2. My business partners are likely to get things done well.
3. The jury is very likely to believe he was in the apartment at the time of the crime.
4. Is your PR-specialist likely to approve of the slogan?
5. He declared that he was not responsible for his wife's debts.
6. He is bound to succeed.
7. People who walk on the grass are legally punished with a fine of £5.
8. Diana tends to lose her temper in difficult situations.
9. The general manager is reasonable enough to assign an efficient accountant to the project.
10. Peter File is sure to get control over the money.

3.1 C a n, B e A b l e T o Expressing Mental and Physical Ability

Form: can – could – to be (un)able to

Meaning:

‘**Can**’ expresses physical or mental ability, possibility

Russian equivalents: **мочь, уметь, быть способным что-то сделать**

‘**Can**’ is used in all types of sentences. ‘**To be able**’ is used when reference is made to the future.

She can speak English quite well but she can't write it at all.

I hope she will soon be able to write, too.

Ex.I Make up sentences by analogy.

1. I can speak English now, but I could not when I first went to school.
2. Ted could ride a bike when he was seven years old.
3. Dave wanted to get up and run but he could not do it.
4. When I was younger I could run fast.
5. Helen can walk to the University.

Ex.II Tell your fellow students what you will be able to do.

Model: I can see you later... (when you return).

I'll be able to see you when you return.

1. Monica can cook well ... (when she has had more practice).
2. She can't believe you... (unless you tell her the truth).
3. Diana can speak fluent English... (after she has had some intensive language training).
4. The people from the village can't reach the house... (until it stops raining).
5. You can study economics... (if you enter that college).
6. Dave can play the violin... (when his arm is better).
7. They can work at the... (when they graduate from the University).
8. We can go on an excursion...(if we have spare time on Sunday).
9. We can join you... (if you see to the tickets).
10. I can watch TV... (until Mum goes to bed).

Ex.III Use ‘*either... or*’, ‘*neither...or*’, ‘*both... and*’, ‘*not only... but*’ to describe a possible or impossible alternative.

Model: Either Ann or Carol could manage money.

Neither Bob nor Steve will be able to fix barbecue.

Who could... ?

Who will be able to... ?

- 1 ... apply for this job?
- 2 ... help move heavy furniture?
- 3 ... advise you about University studies.
- 4 ... entertain a Spanish visitor?
- 5 ... drive you to the airport?
- 6 ... teach you to ride?
- 7 ... entertain an Arabic-speaking guest?
- 8 ... play in a basketball match?
- 9 ... paint a picture?
- 10 ... challenge the accuracy of this statement?
- 11 ... consult you on the usage of English articles?

Ex.IV Translate into English.

1. Мои родители не умеют говорить на французском языке. А я умел говорить на нем уже в 8 лет.
2. Я не могу пить этот кофе. Он слишком крепкий.
3. Еще несколько лет назад я не одобряла кредитные карты, а сейчас пользуюсь ими с удовольствием.
4. Где здесь можно снять квартиру?
5. Вы полагаете, это поможет увеличить объемы продаж?
6. К сожалению, мы не сможем потратить столько денег на ремонт.
7. В прошлом году мы не смогли заработать много денег на своей продукции, а в этом получим большую прибыль.
8. Умел ли твой отец играть в теннис, когда был молодым?
9. Выполнив это задание, вы сможете перейти к следующему.
10. Он, безусловно, сможет позаботиться о своих сестрах, но как он может заменить им родителей?

Ex.V Compare the following using 'can' and 'can't'.

1. Men and women.
2. Extroverts and introverts.
3. Adults and children.
4. Managers and subordinates.
5. Office and factory workers.

Suggest your own ideas for comparison.

Ex.VI Plan and describe what you can do:

1. Next week-end.
2. Tonight.
3. Tomorrow.
4. On the coming vacation.
5. At the lecture.
6. During the break.

7. During the intermission at the theatre.
8. While waiting for the train to pull in.
9. While staying in London.
10. While waiting for the bus.

Ex. VII Use in a dialogue.

1. He can teach you to drive a car.
2. Susan has hurt her leg. She won't be able to go on the excursion.
3. When at school, I couldn't read books in the original.
4. Do you think we will be able to reduce production costs next quarter by introducing new production methods and optimising the use of available resources?
5. We she be able to use a computer after attending an in-job training course?
6. Are you able to succeed in your field?

Ex. VIII ☞ [05] Listen to the following dialogue and analyse the use of 'can' and 'must'

Mary: Hello, is that you, John?

John: Yes; is that you, Mary?

Mary: Yes, can you hear me?

John: No, I can't. The line's very bad. Can you hear me?

Mary: Yes, just. Can you speak louder?

John: Is that better?

Mary: Yes, that's fine. Can you come over today?

John: Sorry, I can't.

Mary: When can you come?

John: I can't come today, but I can come tomorrow.

Mary: Can you bring George?

John: I can, but I don't want to.

Mary: If you don't we can't play tennis. Is there anyone else?

John: I can ask Bill. Can you ask Jane?

Mary: Yes, if you like. Then we can play doubles.

John: Do you still want George?

Mary: Yes, he's essential.

John: Why?

Mary: We must have someone to pick up the balls!

John: I mustn't tell him that, or he won't come.

Mary: He must come early. He mustn't be late. And you must speak to him about his behaviour. He mustn't swear. He mustn't spit. He mustn't kick the dog.

John: And I must make him wash behind his ears. He must learn to live like a civilized human being. Is there anything else I must bring?

Mary: Yes, you mustn't forget to bring a towel. After tennis we can go swimming in the pool. We can't swim in the river because it's too shallow. Can George swim?

John: Yes, he can, like a rock.

Mary: Good. We can throw him into the deep end.

Ex. IX Reproduce the dialogue following the speakers' intonation.

Ex. X Make up a dialogue by analogy using the same grammar patterns.

3.2 M a y

Expressing Possibility of a General Kind

'May', 'Can' – Asking for Permission

The form: may (present) – might (past) – to be allowed to (future)

I see your car is broken. You may use mine (permission and possibility).

The meaning:

Asking for permission:

1. **May I go now?** (formal and polite) – *Yes, you may. / No, you may not.*

2. **Can I go now?** (less formal) – *Yes you can. / No, you can't.*

To sound more democratic and easy-going, answer '*Yes you can / No, you can't*' in example 1. To state your authority, answer '*Yes, you may / No, you may not*' in example 2.

3. **May I open the window?** – *Please, do.*

With reference to the future, permission is expressed with the help of '**to be allowed to**' or '**to be permitted to**': *I think they will be allowed to go with us.*

Use '**might**' in indirect speech: *Mother said that I might go for a walk.*

'**May**' and '**Might**' are used in the following set phrases:

if I may say so (если можно так сказать, так сказать);

as soon as may be (очень скоро, с минуты на минуту);

May you be happy! (Да сопутствует вам счастье!).

Ex. I Make up sentences by analogy.

1. May I stay away from classes tomorrow?

2. If you have copied the text you may go home.

3. It stopped raining and Father told us that we might go out.

4. He wondered if he would be allowed to go on a picnic with us.

5. As soon as he was allowed not to keep to a diet he went to the restaurant and ordered his favourite roastbeef and chips.

Ex.II Use '**may**', '**might**', '**to be allowed to**'.

1. ... I have another piece of cake.

2. I asked the doctor if I ... go out.

3. After they had finished doing their homework the children ... watch TV.

4. He ... continue playing football as soon as he is through with his

medical examination.

5. You ... join us in the theatre if you like.
6. ... children play with matches?
7. Pupils ... make notes with a pencil.
8. She is a lazybones. Her mother told her she ... go anywhere.
9. I'm afraid I ... go with you to the theatre. The play will be over too late.
10. I believe we ... cross the street in this place.

Ex.III Translate into English.

1. Директор сказал, что мы не можем ходить на работу в чем угодно. Мы обязаны соблюдать дресс-код.
2. Почему вы злитесь? Я думала, мне можно читать любую из этих книг.
3. Ей в самом деле долго не разрешали вставать после операции?
4. Моя подруга всегда разрешает мне пользоваться ее мобильным телефоном.
5. Какому студенту разрешат разговаривать на лекции?
6. Когда я была младше, родители редко позволяли мне гулять одной.
7. Поскольку он отличный студент, он может заниматься по индивидуальному графику.
8. Она считала, что он может ничего не делать по дому – лишь бы зарабатывал деньги.
9. Вы, безусловно, можете совмещать работу и учебу, но подумайте об экзаменах.
10. Лишь отличным студентам разрешается сдавать зачеты и экзамены досрочно.

Ex.IV Use 'may', 'can' and their equivalents in the required tense-forms.

1. I ... finish the work tomorrow if nobody bothers me.
2. "... see your tickets, please," asked the usher.
3. Let me look at the task. I'm afraid. I ... help you.
4. In our library you ... get nearly every book you need.
5. Do you really believe he ... do it?
6. You ... come in only when you have taken off your boots.
7. When ... you come and see me? – You ... expect me on Saturday.
8. ... find anything to eat in the refrigerator?
9. You ... wear this dress. I don't need it, as it doesn't fit me.
10. Something was wrong with the washing machine. She ... switch it on.

Ex.V Read the dialogue and analyse different modal meanings.

Jim: Hi, Alice. How are you getting on?

Alice: Fine, as usual, thanks, Jim. What about you?

Jim: I'm O.K. It's nice to see you.

Alice: You too. I'm glad you are not in a hurry and we have time to talk today.

Jim: Sure.

Alice: Can you give me a piece of advice?

Jim: Well, I'll try if I can.

Alice: You know I've been always good at cooking. It interests me. I am thinking of starting my own business-cafe.

Jim: It might be a good idea.

Alice: I guess I must learn about the responsibilities of going into business.

Jim: Are you going into this business by yourself?

Alice: Exactly. I'd like to have a cafe with my name on it where I make the decisions and where I control the profits.

Jim: You seem to be resolute, so I'll try to help you. If you go into business alone, it is called sole proprietorship. In such case you needn't consult a lawyer to form the business. You can start or you can stop your business whenever you like.

Alice: It sounds encouraging. What else can you tell me?

Jim: There is no need to consult partners or a board of directors. So you can put your policies into effect quickly. You decide on your vacation, hours, salary, hiring and firing.

Alice: Well, that's not bad.

Jim: Wait a moment. I believe I have to tell you about the risk involved.

Alice: What do you mean?

Jim: First of all, the most important risk is that you have unlimited liability. It means that you are responsible for all your business debts.

Alice: So if the business fails, I have to declare personal bankruptcy, don't I?

Jim: That's what I mean. You can lose your personal assets.

Alice: Well, it's rather disappointing. What other things should I know?

Jim: You won't get tax benefits, which partnership or corporations can get.

Alice: I know about it. By the way, do you know of a good accountant to do my taxes?

Jim: Of course. You'll also have to hire a good book-keeper if you can't do your books yourself.

Alice: I can't say anything definite about that. I have to think it over. What else, Jim?

Jim: Well, I am a bit hungry, why don't we have a snack together and discuss the things in the cafe.

Alice: You are right as usual. Let's go.

(O. Antonov, *English for Businessmen*, 1991)

Ex.VI Answer the following questions.

1. What kind of advice did Alice need? Could Jim give her any?
2. What did Jim think he had to warn Alice about?
3. What other things did Alice have to know before starting her own business-cafe?
4. Could Alice do her books?
5. Whom did Alice have to hire to do her books?

Ex.VII Make up a dialogue by analogy.

3.3 **S h o u l d, O u g h t t o, M i g h t** Expressing Reproach

The form: **might** + Perfect Infinitive
should + Perfect Infinitive
ought to + Perfect Infinitive

The Russian equivalent: **мог бы, (не) следовало бы, нужно было бы, должен был бы**

You might have carried the parcel for me.

You ought to have done it yourself.

You shouldn't have left it till the last moment.

In combination with the Perfect Infinitive, '**should**' and '**ought to**' show that a desirable action was *not* fulfilled, whereas '**should not**' and '**ought not to**' show that an *undesirable* action was fulfilled.

You should have fed the cat (but you didn't). – *Вам следовало покормить коша.*

You ought not to have driven so fast (but you did). – *Вам не следовало ехать так быстро.*

In the meaning of reproach, '**might**' can only be used in affirmative sentences.

Ex.I Listed below are evaluative adjectives. Use them to express reproach.

Model: Bob Smith is a snob of the worst kind. He should have been more friendly and easy-going with his business partners.

brutish	mean	irresponsible	spoilt
snobbish	vain	prejudiced	absent-minded
bossy	cruel	rude	bitchy
foxy	selfish	stubborn	aggressive
uncultured	unfriendly	hypocritical	arrogant

Ex.II Express your reproach. Combine the modal verbs '**should**', '**ought to**' and '**might**' with the right form of the Infinitive.

1. You ... (to keep) regular hours. See how pale you are!
2. You ... (to have) a balanced diet. You're putting on weight.
3. She ... (to tell) a lie. It brought her a lot of trouble.
4. You ... (to stay) inside all day. The weather was beautiful yesterday.
5. Bob ... (to marry) Christine. Now he is unhappy.
6. It is very cold in the room. You ... (to open) the window.
7. You ... (to tell) me Ann wasn't coming for dinner.
8. Surely, you ... (to keep) this news from us till this very moment.

9. Don't you think we ... (to stay) and (to thank) the hosts?
10. You ... (to warn) me not to make a left turn there, now it's too late.
Provide possible answers.

Ex.III Translate into English.

1. Ему не следовало лететь туда самолетом. Билеты очень дорогие.
2. Вам следует есть пищу, насыщенную белками (protein-rich food), а не углеводами (carbohydrates). Она намного полезнее.
3. Вы могли бы и сказать мне, что расписание изменили. Мне не пришлось бы приходить так рано.
4. Вам не следовало сидеть на диете. Сейчас бы вы не жаловались на слабость.
5. Олег мог бы помочь вам с грамматикой. Ведь он прекрасно в ней разбирается.
6. Вам следовало разработать рекламные проспекты еще на прошлой неделе. Теперь мы не сможем начать рекламную кампанию вовремя.
7. Тебе не следовало ходить на дискотеку. Теперь, наверняка, не успеешь написать эссе.
8. Нам следовало бы написать Ольге и пригласить ее провести каникулы с нами.
9. Не надо было брать столько теплых вещей. В это время здесь всегда тепло.
10. Вам следовало прочитать эти книги еще в школе.

Ex. IV ☞ [06] Listen to the following dialogue and analyse the use of 'should' and 'ought to'.

John: What time should we leave?

George: We should leave now if we want to be there before the kick-off.

John: Are we taking a taxi?

George: We ought not to. We can't afford it. But we must if we don't want to be late.

John: Is Mary coming?

George: No, she isn't.

John: Have you asked her?

George: No, I haven't.

John: You ought to, you know.

George: Why should I? We're under no obligation to take her with us wherever we go. And in any case, she doesn't like football.

John: I know she doesn't. We ought to consider her a bit more than we do. We should take her out more frequently.

George: Why should we?

John: Because she has us to dinner at least five times a week. We shouldn't accept so much hospitality without trying to repay it.

George: You're right, we shouldn't. Have you finished your work?

John: No, I haven't. I ought to have typed three more letters. I ought to have

phoned my stock-broker. I ought to have read the minutes of yesterday's meeting. Have you finished yours?

George: No, I haven't. I should have wired our agent in Paris. I should have sent off the box of spare parts. I should have interviewed applicants for the sales manager's job. I must do all this first thing on Monday. And I really ought not to be going to this football game.

John: Why not?

George: I should be studying for my exam next week.

John: So should I. We ought to put work before pleasure.

George: It's not a case of 'ought'. We must if we want to get through!

Ex. V Reproduce the dialogue following the speakers' pronunciation and intonation.

Ex. VI Make up a dialogue by analogy using the same grammar patterns.

Ex. VII Comment on the use of 'should' and 'ought to' in the following text. Make up a similar situation.

Before buying this new machinery, I think we should discuss things more carefully with the other members of the committee. We should really receive their approval before taking such a step. I suppose we ought to have brought it up at the last meeting, but at the time I did not think it was necessary. I ought to have consulted our technical advisor and I should have asked him to submit a report.

Ex. VIII  [07] Listen to the following dialogue and analyse the use of modal verbs.

FIND THE CULPRIT

Mr. Fielding: Hello, Charles. I hear you had a bit of a fire after the party last week. Was there much damage?

Mr. Williams: Well, fortunately we managed to confine all the damage to the one room, so it wasn't too bad really. The carpets and curtains were ruined, and the walls and ceiling were blackened by smoke, so we had to redecorate the room completely.

Mr. Fielding: It must have been a cigarette-end, I suppose.

Mr. Williams: Yes, that's for sure. Someone must have dropped a cigarette on the carpet near the big window, and after we'd gone the curtains caught fire. We ought to have checked everything before going to bed, I know, but we were so tired we decided to clear up in the morning. We shouldn't have left the windows open either.

Mr. Fielding: Have you any idea who the culprit was? It was very careless of someone.

Mr. Williams: It might have been Ted Radman. He's a chainsmoker and he'd

had one or two too many.

Mr. Fielding: It can't have been me anyway; I'm a non-smoker. But it may well have been old Bill Coleman. The more I think about it, the more I feel sure that he was standing by that window most of the time towards the end of the party.

Mr. Williams: So he was! And he's a careless sort of chap – he flicks his cigarette ash all over the place. And the more he drinks the worse he gets.

Mr. Fielding: Still, you can't very well accuse him of it – it could have been anyone.

Mr. Williams: True. Besides, I can't complain – our room was repainted at the insurance company's expense.

Ex. IX Answer the following questions.

1. Who had to redecorate the room completely? Why?
2. What caused the fire?
3. What ought to have been done?
4. Who could have been the culprit?
5. Why couldn't Mr. Williams complain?

Ask questions of your own.

Ex. X Reproduce the dialogue following the speakers' pronunciation and intonation.

Ex. XI Compose a similar dialogue using modal verbs.

Ex. XII Are these intensifiers about your friends?

Use them to help you express supposition, reproach, or disbelief.

admirably modest

sharply critical

fantastically lucky

pitifully inadequate

extremely happy

fairly incompetent

absolutely necessary

completely selfish

deeply anxious

utterly untrue

amazingly expensive

deplorably uninteresting

Model: - *Why was Dave a sorry sight at the exam?*

- *He must have been **fairly incompetent** on the problem and made a poor display of himself.*

- *Could he have been found **pitifully inadequate**?! He, who has always seemed to be **highly intelligent** and **amazingly well-read**.*

1. What made her leave so soon?
2. Why was the project turned down?
3. She is everything people don't like in a colleague. What is it?
4. What makes you think I'll actually like her?

Ask questions by analogy.

3.4 S h a l l

Making Suggestions, Asking for Instruction

The form: Shall I / we

The meaning:

‘**Shall**’ is used to express suggestion or ask for instructions. In this meaning, ‘**shall**’ is used in interrogative sentences, with ‘I’ or ‘we’ as the subject.

Shall I phone or send a fax? (i.e. Do you want me to...) – Мне позвонить или отправить факс?

Shall I close the door? – Мне закрыть дверь?

Shall we go there at once? – Нам сразу же идти туда?

Ex.I Complete the sentences.

1. I don't feel good. Shall I...?
2. We are hungry. Shall we...?
3. I don't like my job. Shall I...?
4. It's too stuffy in here. Shall I...?
5. The flat is in an awful mess. Shall I...?
6. I don't know what this word means. Shall I...?
7. There is a meeting tonight, but I really don't want to go. What shall I...?
8. I'd like to eat out tonight. Shall we...?
9. My eyesight is getting worse. Shall I...?
10. Our stocks of raw materials are getting low. Shall we...?

Use the sentences in short dialogues.

Ex.II Translate into English.

1. Мне помочь вам отослать сообщение?
2. Мне убрать со стола?
3. Что же мне делать, если я не сдам экзамен?
4. Текст переводить?
5. Читать?
6. Нам зайти в супермаркет на обратном пути?
7. Торт украсить фруктами или шоколадом?
8. Мне сначала приготовить ужин или уроки?
9. У меня страшно болит голова. Принять таблетку или пойти прогуляться?
10. Чем нам заняться сегодня вечером? Пригласить Женю в гости или самим сходить к ней?

3.5 Can / Could, Will / Would, May / Might Polite Requests

The form: Can/Could I, May/Might I, Will/Would you, Can/Could you
The meaning: (polite) request

Can I keep your CD till Monday?

'May I' and **'Could I'** are equally polite.

'Can I' is used informally and is not considered as polite as **'May I'** or **'Could I'**.

May I open the window?

- *Yes, you may (the standard, rather formal reply)*

- *Yes, you can (a more democratic reply)*

- *Yes, you must (statement of necessity to perform the action)*

- *No, you may not (the standard, rather formal refusal).*

- *No, you can't (a more democratic refusal, or statement of impossibility to perform the action due to external factors)*

- *No, you mustn't (prohibition)*

'Might I' is formal and polite, but it is used much less frequently than **'May I'** or **'Could I'**.

'Will you' and **'Would you'** are both polite. **'Would you'** is still more polite.

Compare:

Would you pass me the salt? = Do you want to do this, please?

*Could you pass me the salt? = Do you want to do this, please,
and is it possible for you to do it?*

Ex.I Complete the sentences.

1. I've left my textbook at home. May I...?
2. There is no chalk. Could you...?
3. I feel thirsty. Will you...?
4. We've run out of bread. Can you...?
5. I'd like some more salad. Could you...?
6. Paul doesn't want to speak with me. Will you...?
7. I can't stand tobacco smell. Could you..??
8. Mike is coming to visit us. Will you...?
9. I'll be busy next Sunday, I'm afraid. Might I...?
10. We are too pressed for time this week. Couldn't we possibly...?

Use the sentences in short dialogues.

Ex.II Translate into English.

1. Не могли бы вы сделать еще кофе?
2. Вы не скажете, как пройти на почту?


3. Вам не трудно помочь мне с переводом?
4. Могу ли я взять вашу книгу?
5. Можно мне сегодня остаться дома? Я что-то неважно себя чувствую.
6. Не будете ли вы так любезны объяснить мне это правило еще раз?
7. Мы можем помочь вам убрать со стола.
8. Можно ли нам пересдать экзамен?
9. Не могли бы вы остаться еще ненадолго? Я хотел бы вам кое-что сказать.
10. Не могли бы вы положить ее в больницу? Боюсь, что у нее что-то серьезное.
11. Не будете ли вы так любезны помочь мне отпереть чемодан? Что-то случилось с замком, и он никак не открывается.
12. Могу я предложить вам чашку чая?

Ex. III Rewrite the following to make up sentences you might hear or say in a restaurant.

1. menu / I / please / see / can?
2. order / I / not to order / this / sorry
3. wine / would / you / to see / like / list?
4. some / could / more / have / please / I / bread?
5. I / please / have / can / bill
6. do / accept / credit / card / you?

Ex. IV Ask and answer polite questions.

1. You want a stranger in the waiting-room to keep his/her eye on your luggage while you go to the inquiry-office.
2. You want to consult your fellow-student's dictionary.
3. You phone your friend. Someone else answers.
4. You want to call the ambulance.
5. You knock on the classroom door. You're speaking to your teacher.
6. You want your friend to meet you at the entrance to the Opera House.
7. You want to leave the tutorial earlier. You're speaking to the professor.
8. You're speaking to your brother on the phone. You want him to pick you up at the railway station when you arrive.
9. You're in the Dean's office. You want to use the phone.
10. You're talking to a waitress.

Ex. XI  [08] Complete the telephone conversation using phrases from the list below.

can you send	can I call you	can you hear	can I help you
can't see	could I speak to	could you hold	could you repeat
could you speak	could you tell me	I'll need	I'll put one
I'll just go	I'll wait	I'll put you through	I'll be on
			I'll get back to you

Jon: Good morning, the Tech Store, this is Jon speaking.

Sara: (1)*Could I speak to*.....someone in Customer services, please?

Jon: Er, yes, of course, (2)

.....

Mark: Customer Services, Mark speaking, how (3)?

Sara: I'm calling about your new Samsung DVD players. (4)
if you have any in stock?

Mark: (5)and see. (6)the line,
please?

Sara: Yes, no problem, (7)

.....

Mark: Hello? I (8)any on the shelves. (9).....to
check the order status on the computer. (10).....back?

Sara: Certainly. My name is Sara Hall and my telephone number is 0582 1067.

Mark: Sorry, (11).....up? It's a terrible line.

Sara: Is that better? (12)me now?

Mark: Yes, that's much better. (13)the number, please?

Sara: Of course. It's 0582 1067. (14).....this number all morning.

Mark: Sorry, I can't tell you if we've got any DVDs in stock right now, but
(15)as soon as I have the information. Was there
anything else?

Sara: Er, yes, (16)me a copy of your latest catalogue?

Mark: Of course, (17)in the post to you today. What's
your address?

Sara: It's 25 Ridley Lane, Lower...

Ex. XII Reproduce the conversation.

3.6 Revision Exercises

Ex.I Comment on the meaning of the modal verbs and translate the sentences into Russian.

1. My parents had to go on an expedition. They are geologists, you know, and I was left to keep house.
2. You are to take a tablespoonful of this mixture three times a day.
3. In this hurry-scurry I must have left it behind.
4. He couldn't pay his hotel bill and they wouldn't give him any more credit.
5. I needn't have hurried; he wasn't ready yet.
6. We are to have a lecture now.
7. May I have a look at the photos?
8. There must be some mistake here.
9. He said you were the prettiest girl present.— He can't have possibly meant it.

10. If you are interested in churches you should visit Westminster Abbey and St. Paul's Cathedral.
11. If you don't take care of yourself, you may have a nervous breakdown and have to go to hospital.
12. I hear they are to choose the players tomorrow for the All-Union match.

Ex.II Transform the following sentences using modal verbs with different forms of the Infinitive.

1. We have obviously met somewhere – your face seems so familiar to me.
2. It is likely that he is going to take up a career in advertising.
3. Her new shoes apparently pinch her. She can hardly walk.
4. Is it possible that the news is true?
5. I refuse to believe that she is that old.
6. I think it was careless of her to put her crazy plan into action.
7. How bad of you to have made fun of her.
8. It is impossible that she has been waiting for us all the time!
9. Evidently, my arrival took them by surprise.
10. Obviously, he was very much in love with his wife.

Ex.III Paraphrase using modal verbs.

1. **Evidently**, she did her best to please me.
2. **Perhaps** she will wish to join us.
3. **Surely**, she bought a very expensive dress.
4. **Is it true** that she has gone without saying a word to you?
5. I **don't believe** that she is as experienced as that.
6. **Maybe** he broke his promise.
7. **I'm sure** you will manage the job.
8. **Undoubtedly**, the house was sold out that day.
9. **Evidently**, she was working when I came.
10. **Surely**, she has been suffering much since she lost her boy.
11. **Perhaps** the weather will change.
12. I **don't think** she is very busy.
13. **Do you think** she has changed so much?
14. I **don't believe** that she is doing her best.
15. **No doubt**, she has mistaken me for somebody else.
16. **Perhaps** she had travelled a lot.
17. **Evidently**, she took advantage of the situation.

Ex.IV Translate the sentences into English using modal verbs.

1. Не может быть, чтобы дверь была открыта! Я ее сама заперла.
2. Возможно, он уже достал билеты, и мы сможем пойти на премьеру в воскресенье.
3. Неужели ты забыл о нашей встрече?
4. Ему следовало бы быть осторожнее при проведении эксперимента.

5. Что он делает так долго? Наверное, он просто уснул.
6. Вам следует прочесть эту книгу. Она вам должна понравиться.
7. В самом деле, вы могли бы предупредить меня заранее!
8. Вы должны были сделать вид, что не заметили того, что она хромот (to limp).
9. Вы могли бы это сделать сами!
10. Не может быть, чтобы он отправил телеграмму. Он не выходил из дома.
11. Вы не должны были так с нею говорить: она обиделась.
12. Не может быть, чтобы я пропустил его. Я все время стоял у дверей.

Ex.V Translate the sentences into English using modal verbs with different forms of the Infinitive.

1. Это уютное и недорогое кафе. Оно вам, несомненно, понравится.
2. Вам следует упаковывать вещи, а не смотреть телевизор.
3. Детей следовало бы научить правильно переходить улицу.
4. Вам следовало сразу нанять носильщика: ведь у вас было много багажа.
5. Ему надо было побеспокоиться насчет билетов заранее; сейчас, может быть, уже поздно.
6. Не может быть, чтобы они меня не поняли. Я же их предупредила, что поезд отправляется ровно в 7.
7. Должно быть, Анны нет дома. Я звоню уже три минуты, и никто не отвечает.
8. Неужели он не успеет на поезд?
9. Захватите с собой теплые вещи. Погода может измениться в любое время.
10. Автобус, должно быть, только что ушел: на остановке нет народа.

Part IV

CUMULATIVE REVIEW

4.1 General Revision Exercises

Ex.I Insert the appropriate modal verb.

1. He has insulted our family and he ___ suffer for it!
2. You ___ not have gone out without an umbrella in such rainy weather.
3. I'm afraid I ___ have sounded a bit unfriendly over the phone.
4. "I ___ to have told Soames," he thought, "that I think him comic."
5. Why ___ you be different from other people?
6. "Good morning," said the girl. "I believe you ___ be Toby. Have I guessed right?"
7. If you ___ read without spectacles, and I believe you ___, be so good as to read this letter for me.
8. Anne felt she ___ not stand much more of this discussion. She said she ___ go on with her work and began to rise.
9. Why ___ one make trouble for oneself when one is old?
10. ___ you do me a favour and meet her at the station?
11. He was not old, he ___ not have been more than forty.
12. The day we ___ to start it rained worse than ever.
13. You ___ not hurry. There is plenty of time.
14. Mother has fallen ill, so I ___ to change my plans.
15. We didn't know what to do: the key ___ not turn and we ___ not get into the room.
16. I'm afraid he's out at the moment. ___ you ring back later?

Ex.II Put the following into indirect speech. Use various introductory verbs.

1. "You ought to be ashamed of yourself," said Mother.
2. "The boy should be punished for his rudeness," said the teacher.
3. He said, "I must find the Fosters and tell them the news."
4. He said, "You can't tell by the cover."
5. He said, "Come, we must be quick!"
6. The policeman said, "I must interview your wife."
7. "We can't live without a car," – she retorted.
8. "Without a car we'd have to walk everywhere", she added.
9. She said, "Must you really be off now?"
10. He supposed, "It might be dangerous in the wet."
11. He wondered, "Do you know what you have to do?"
12. "May I use your car?" my friend asked.

13. "You will have to be very careful," said Mum anxiously.
14. "You ought to be more careful with your money," warned Mum.

Ex. III Translate into Russian.

1. They have to be informed of it at once.
2. This letter will have to be sent off by airmail.
3. This work has to be finished by five o'clock.
4. These figures will have to be checked once more.
5. This article had to be translated into Italian.
6. The cases had to be counted once more.
7. The letter had to be written in Swedish.
8. This question will have to be discussed at the next meeting.
9. This work will have to be done by experienced workers.

Ex. IV Translate into English.

1. Эту работу придется сделать немедленно.
2. Эти книги должны были быть отосланы вчера.
3. Эту работу придется делать каждый день.
4. Этот текст пришлось набрать и распечатать в двух экземплярах.
5. Этот текст придется исправить.

Ex. V Translate into English.

1. Вам не следует курить так много.
2. Вам не следовало бы поздно ложиться спать.
3. Вам не следует ездить на юг летом.
4. Вам следовало бы поговорить об этом с врачом.
5. Ему следует поговорить с директором.
6. Вам следует хорошо отдохнуть.
7. Она должна больше гулять.
8. Вы должны есть больше фруктов.
9. Ваша дочь должна больше пить молока.
10. Вам следует открывать окно в вашей комнате два раза в день.
11. Вы должны были поехать туда вчера.
12. Он должен был позвонить начальнику отдела вчера.
13. Вам следовало больше работать над английским языком в прошлом году.
14. Вы должны были помочь Анне, а вы уехали.

Ex. VI Translate into Russian.

1. The book can't be found anywhere.
2. This material could be easily obtained.
3. These cases can't be put on deck.
4. His orders couldn't be fulfilled at once.
5. His story can be published in this magazine.
6. These goods can be transported by sea.

7. What could be done with these things?
8. These boxes can't be left in the open air.
9. This agreement can be signed now.
10. These vegetables can be grown in the north now.

Ex. VII Translate into English.

1. Я мог бегать очень быстро, когда был мальчиком.
2. Мы сможем это сделать на следующей неделе.
3. Я не умел говорить по-испански в прошлом году.
4. Этот рассказ нельзя напечатать в нашем журнале.
5. Эту работу нельзя сделать в такой короткий срок.
6. Эти книги можно упаковать в эти ящики.
7. Эти письма можно было послать воздушной почтой.
8. Эти книги можно купить в этом магазине.
9. Эти книги нельзя было достать в этой библиотеке.
10. Эти документы можно перевести сейчас.
11. Все книги нельзя было упаковать в такой маленький ящик.

Ex. VIII Make the following sentences (a) past, (b) future.

1. They can speak Japanese fluently.
2. It can be done at once.
3. He can help us with the presentation.
4. I can ask him about it.
5. These goods can now be transported to the warehouse.
6. He can easily translate from Russian into Arabic.
7. Reservations can be made by telephone.
8. He must stay at home.
9. I must be there at six o'clock.
10. We must walk fast so as not to be late.
11. They must learn their lesson.

Ex. IX Translate into Russian.

1. His article must be published in the newspaper.
2. These books must be counted at once.
3. The goods must be taken to the warehouse immediately.
4. This problem must be solved as soon as possible.
5. Everything must be prepared tonight.
6. They must be informed of any changes by telephone.

Ex. X Translate into English.

1. Теперь я должен очень рано вставать.
2. Мне пришлось вчера рано встать.
3. Он должен будет поехать туда в субботу.
4. Ему пришлось остаться дома, поскольку у него поднялась температура.

5. Он должен учить уроки с четырех до шести.
6. Его распоряжения надо выполнить немедленно.
7. Эту машину необходимо отремонтировать.
8. Этот товар должен быть продан немедленно.
9. Что нужно сделать с этими ящиками? – Их нужно отвезти на фабрику.
10. Это соглашение должно быть подписано в кратчайшие сроки.

Ex. XI Use in a dialogue. Think of similar sentences with modals.

1. You need to keep fit and you need to be strong and powerful.
2. She may have taken offence, she looks hurt.
3. You have to do a lot of practice and training.
4. She can't have failed her exam! She, who's highly intelligent and competent!
5. He shouldn't have brought her to the party.
6. He must be a man of duty.

Ex. XII ☒ [09] Look at these notes that a personnel manager wrote to explain company rules. Then use the notes to complete a briefing he gave to some new employees on their first day at work. Choose from 'have to', 'don't have to', 'can', 'can't', 'should' or 'shouldn't'.

<i>Necessary:</i>	<i>sign letter about working hours, leave building during fire drill</i>
<i>Not necessary:</i>	<i>send holiday form to personnel immediately</i>
<i>Permitted:</i>	<i>volunteer to work extra hours, take 3 weeks' holiday, smoke outside building</i>
<i>Prohibited:</i>	<i>make staff work long hours, take all holiday time together</i>
<i>Good idea:</i>	<i>speak to head of department about excessive hours, give notice to head of dept. about holidays, read fire notices</i>
<i>Bad idea:</i>	<i>block fire exit</i>

'Um. Excuse me. Good morning. Er, good morning. I've called you to this meeting to explain to you all some of the basic health and safety rules that we have here. Um, first of all, working hours. It's not our company policy to make staff work excessive hours – it makes people unproductive and can endanger health. Um, managers (1).....*can't*..... make any of their staff work more than an average of 48 hours per week, although anyone (2)..... volunteer to work more than these hours, but they (3)..... sign a letter from the company to say that they want to do this. Any member of staff who is worried that they are working too many hours (4)..... speak to their head of department about it.


Um, all employees (5)..... take a minimum of three weeks' paid holiday per year, but you (6)..... take all this holiday off in one block. Staff (7)..... give their head of department as much notice as possible

about their holidays, although they (8)..... send their holiday form off to personnel until a few weeks before they go.


Next, er, fire drills. We have a fire drill about once a month – don't ignore it. You (9) leave the building immediately that you hear the bell, and of course you (10) block the fire exits. Fire notices are posted throughout the building. Employees (11) read these notices regularly. In the case of a real fire, don't panic and follow the fire procedures.

And lastly, for you smokers. I'm afraid that smoking is not permitted anywhere inside the building, although you (12)..... smoke just outside the front door.

I think that covers everything. Does anyone have any questions? Yes... No ... Yes...'

Ex. XIII  [10] A businessman is describing his trip to Lagos. Listen to the recording and complete the text with 'had to', 'didn't have to', 'couldn't', 'should have' or 'shouldn't have'. Each phrase is used twice.


I (1).... *should have*.... travelled on the 10 am flight, but when I got to the airport they told me that the flight was overbooked and I (2)..... catch a later flight. Then, at the check-in desk they told me that I (3)..... take both my bags as hand luggage, so I (4)..... let one of them go in the hold, which was very annoying as I had my diary in it, and it delayed me by nearly an hour at baggage reclaim at the other end. When I got on the plane I wanted to use my laptop, but of course I (5)..... until after take off. The flight attendant told me to turn it off and said that I (6)..... known not to use it. To be honest I'd just forgotten, and he (7)..... been so rude. Er, it was quite late when I finally left Lagos airport, so it was lucky I (8)..... go to any meetings that afternoon. Looking back at what happened, I (9)..... travelled with that airline – they have a lot of problems with overbooking. My company was paying for the flight, so I (10)..... choose the cheapest option.'

Ex. XIV  [11] Listen to the recording and complete the article with the words and phrases from the list below.

definitely won't	is almost certain to	is likely to
is unlikely to	will definitely	might

Since the beginning of this year unemployment has fallen from 2.5 million to 1.8 million, and (1)..... *is likely to*..... drop below 1.5 million by the end of the year. This (2)..... be good news for the government as unemployment is a very important issue in the country at the moment. By the time of the next election unemployment (3)..... even fall below one million – it all depends on the world economy and is impossible to predict with any certainty. Unfortunately inflation is going up steadily. It

(4)..... reach 6% by the end of the year. However, the government (5)..... take panic measures as inflation is similar to that of its trading partners and (6)..... return to levels of the 1980s when rates of 30% or 40% a year were quite common.

Ex. XV  [12] Martin and Anne have arrived at check-in at Heathrow Airport. Listen to their conversation and complete it with ‘must’, ‘might’, ‘can’t’, ‘must have’, ‘might have’ or ‘can’t have’. Use each word once only.

Martin: Oh no, I can’t find my passport.

Anne: You’re joking.

Martin: No, really, it’s not in my briefcase.

Anne: Well, it (1).....*must*..... be in your other bag. Quick have a look.

Martin: It’s not there. Where on earth is it?

Anne: Well, I don’t know. Do you think you (2)..... left it at home?

Martin: That’s impossible. I (3)..... done. I checked I had it with me four times before I left the house.


Anne: OK, calm down. What about checking your coat pockets? You never know, it (4)..... be there.

Martin: No, it isn’t. This is ridiculous. We’re going to miss our flight.

Anne: Look, you (5)..... be looking in the right place.

Check-in attendant: Excuse me, sir. Is that your passport there on the ground?

Martin: Oh, yes, so it is. Ah, I (6)..... dropped it when I was looking for the tickets.

Ex. XVI  [13] George is visiting São Paulo. Listen to the dialogue and complete it with the phrases from the list below.

Let me	shall we	I should	would you like	would you like to
would you like me to		do you mind		would you mind
I don’t mind	of course	of course not		I’d appreciate that

Fernando: Please, come in. (1)... *Let me*... take your coat. It’s good to see you.

George: It’s very nice to be here in São Paulo. Thank you so much for your invitation to come and see your company. It was very kind.

Fernando: Not at all. It’s my pleasure. (2)..... some coffee? Or mineral water perhaps?

George: I’d prefer mineral water, please.

Fernando: Still or sparkling?

George: Oh, (3)....., either would be fine. (4)..... if I just make a quick call – I didn’t get a chance earlier.

Fernando: (5)..... . Go right ahead.

George: Oh, there’s no signal. Never mind. Um, you have a wonderful building here. It looks really impressive from the outside.

Fernando: It’s very new – we only moved in last year. It’s designed by one of

our most famous architects, Cesar Pelli. (6)..... show you around later?

George: Thanks. (7).....

Fernando: Now then, (8)..... get down to business? (9)..... telling me a little about your interest in our market? What exactly are your long-term objectives here in Brazil?

George: Er, perhaps (10)..... begin by explaining a little about the history of our company. I have a short presentation on my laptop. (11)..... see it?

Fernando: (12).....

Ex. XVII Read the following impolite dialogue between a hotel receptionist and a guest.

Receptionist

1. Give me your name.
3. Spell it.
5. Leave your passport.
7. Of course.
9. It's from seven thirty until ten.
11. Do you want a pen?

Guest

2. It's Jessop.
4. It's J-E-S-S-O-P.
6. OK. I want an early morning call.
8. When is breakfast?
10. Also, I must leave a message for a colleague.
12. Thank you.

Now rewrite the following lines from the dialogue. The words in brackets will help you.

Line 1 (May/have/name please)..... *May I have your name, please?*.....
Line 3 (Could/spell/that/me please).....
Line 5 (Would/mind/your passport).....
Line 6 (Do/think/book me/early morning).....
Line 8 (I wonder/you/tell me when).....
Line 10 (Would/mind if I/message/colleague).....
.....
Line 11 (Would/like me/lend/a pen).....

Ex. XVIII Read the following dialogue and analyse the use of modal verbs.

ONE OF THOSE DAYS

Terry: Morning, Steve.

Steve: Morning, Terry. Is Mr.Peters in yet?

Terry: I haven't seen him this morning, but he should be upstairs in his office by now. Slip up and see.

Steve: By the way, that is your green Ford at a parking meter outer outside, isn't it?

Terry: Yes, why?

Steve: There's a traffic warden putting a parking ticket on it.

Terry: What? There can't be. The time hasn't run out yet. I only parked it there about 45 minutes ago.

Steve: Well, those meters are only for half an hour's parking, you know.

Terry: Blast! If I run down quickly and move it now, I wonder if I can talk him into removing the ticket.

Steve: There's no chance for that, Terry. These wardens never cancel a ticket once they have written it out.

Terry: Damn! It's just not my day today. I went to a party last night and woke up with a hangover this morning. I tripped and twisted my ankle on the way downstairs, I mislaid my keys and spent twenty minutes finding them, and I left home without any breakfast because I was late. And now this.

Steve: Well, you shouldn't drink so much. But at least you don't have to worry about the car now. Since you'll have to pay the fine anyway, you might just as well leave it where it is for the rest of the morning.

Terry: I suppose that is a small consolation, but I really ought to go back to bed.

Ex. XIX Answer the following questions.

1. What gave Terry surprise? Why?
2. What was Terry eager to know?
3. What did Terry complain of? What advice did Steve give him?
4. Was there any reason for worrying about Terry's car in Steve's opinion?
5. What did Terry think was the best thing for him to do at the moment?

Ex. XX ☒ [14] Listen to the following conversation and analyse the use of modal verbs. Comment on the use of the various forms of the Infinitive.

John: What are you going to do?

George: I'm going to search the house. There seems to have been a burglary.

John: Where's Mary?

George: She's disappeared.

John: What makes you think there's been one?

George: Mary was to have phoned me. She was to have met me. But she didn't turn up. And now there's no one in although the door's wide open.

John: Shall I help you look?

George: If you like.

John: The house ought to be searched systematically. We ought to be wearing gloves.

George: Why?

John: We don't want to remove any fingerprints.

George: We ought to have brought a torch.

John: In my opinion we ought to have phoned the police right away. It's their job. They're going to be annoyed.

George: On the contrary, they'll be pleased when they hear that we've caught that thief. They'll be pleased to hear that we've caught him.

John: I'm not so sure. You seem to be forgetting that we're breaking the law. I'll be glad when I get out of here. I'll be glad to get out of here.

George: Let's get down to work. There's the cellar that must be searched. There's the cellar to be searched.

John: Wait a minute! Did you hear a door open? Did you see something move?

George: You're imagining things.

John: I swear I'm not. I heard someone come in. I can feel him coming up the stairs. He's going to open the door.

Mary: What *are* you doing?

John: Oh, it's you!

George: We were hoping to have found some clues before you returned. We found the door wide open.

Mary: I left it open on purpose. I was next door and I wanted to be able to hear the phone.

Ex. XXI Answer the questions and do the assignments:

1. What is *a burglary*?
2. Paraphrase the sentence '*There seems to have been a burglary*' using modal verbs.
3. Mary was to have phoned George. Did she phone him?
4. Find a synonym to the phrasal verb '*turn up*'.
5. John says that the house ought to be searched systematically. What degree of obligation/recommendation does the modal verb '*ought to*' convey? Why does John use it?
6. Why ought John and George to be wearing gloves? Are they wearing any at the time of speaking?
7. What is *a torch*? Have John and George brought one?
8. What does John mean when he says that they ought to have phoned the police? Did they do it? What does he fear?
9. What is George's opinion on this point?
10. Paraphrase the sentence '*You seem to be forgetting that we're breaking the law*' using modal verbs.
11. Put the sentence '*Let's get down to work*' in other words.
12. What is *a cellar*? Why must it be searched?

13. John says, 'I heard someone come in'. What grammatical structure does he use? What does it mean? Why doesn't he use the particle 'to' with the Infinitive here? Paraphrase his words.
14. George says that John and he were hoping to have found some clues before Mary returned. What is *a clue*? What is the grammatical means to show that they did not find any?
15. Mary says she wanted to be able to hear the phone. Why can't we use 'can' instead of 'to be able to' here?

Ex. XXII Reproduce the conversation following the speakers' pronunciation and intonation.

Ex. XXIII Make up a suspense story on the basis of this conversation.

Ex. XXIV Explain the following proverbs and quotations with modals.

1. What's done can't be undone.
Things done cannot be undone.
2. Beggars can't be choosers.
Beggars can scarcely be choosers.
3. You cannot tell the book by its cover.
4. Caesar's wife must be above suspicion.
5. An honest heart may beat beneath a ragged coat.
6. Every man's folly ought to be his greatest secret.
7. You can take the horse to the water but you cannot make him drink.
8. We know what we are, but we know not what we may be.
(W.Shakespeare)
9. He who loves not his country can love nothing (G.Byron).
10. If you do not think about the future, you cannot have one.
(J.Galsworthy)
11. When people agree with me I always feel I must be wrong.
(O.Wilde)
12. As you brew, so you must drink.
13. A bird may be known by its song.
14. The bull must be taken by the horns.
15. A cat may look at a King.
16. The cat would eat fish and would not wet her feet.
17. Every tub must stand on its own bottom.
18. A fool may ask more questions than a wise man can answer.
19. He that would have eggs must endure the cackling of hens.
20. One man may steal a horse while another may not look over a hedge.

4.2 P r a x i s

The *Praxis* section is specifically targeted at activating the students' skills of using the English modals and at building up their ability to grasp information, process it and provide a quick response according to a grammar pattern. We suggest the following setup of work: students should be asked at random order to make the necessary transformations with the sentences or the short situations. In this way they will be able to train their concentration, memory and comprehension skills, to go over the essential vocabulary and to practise their techniques until they become automatic.

Obligation and Necessity

Ex. I Listen and repeat.

1. You must speak to him now.
2. Peter needn't come so early.
3. The woman needn't have called the ambulance.
4. Nick didn't need to translate the text.
5. The conference is to take place in May.
6. He was to have answered the letter two days ago.
7. During my wife's illness I had to look after the child.
8. You should look through the text again.

Ex. II Agree or disagree with the idea implied in the question. Use 'need' to express necessity and 'must' to express obligation. Use the words suggested.

Model:

1. – *Must he meet Fred at the station? (know the way)*
– *No, he needn't. Fred knows the way.*
2. – *Need Helen read so much? (take one's exams, next week)*
– *Yes, she must. She's taking her exams next week.*
1. *Need I go to the market now? (to run out of potatoes) – Yes, you must. We've run out of potatoes.*
2. *Must I be strict with the child? (may, to frighten, him) – No, you needn't. You may frighten him.*
3. *Need she walk so much? (to put on weight) – Yes, she must. She's putting on weight.*

4. Must he post the letters in the evening? (may, to go, by the morning mail) – *No, he needn't. They may go by the morning mail.*
5. Need I ring him up? (should, to warn, about the meeting) – *Yes, you must. You should warn him about the meeting.*
6. Need you leave so early? (to want, to get home, before it's dark) – *Yes, I must. I want to get home before it's dark.*
7. Must I change for dinner? (there, to be, no strangers, present) – *No, you needn't. There'll be no strangers present.*
8. Must I bring the papers myself? (anyone, who happens to come here, may) – *No, you needn't. Anyone who happens to come here may bring them.*

Ex. III Express forbiddance using 'mustn't' or absence of necessity using 'needn't'

Model:

1. – *You are talking to a girl. She is playing with matches. (forbiddance)*
– *You mustn't play with those matches. It's dangerous.*
2. – *Someone is speaking English to you very slowly. (absence of necessity)*
– *You needn't speak so slowly. I can understand you easily.*
1. You're at a petrol station. Someone is smoking. – *You mustn't smoke. It's dangerous.*
2. Your secretary is willing to stay. You can do the work yourself. – *You needn't stay. I'll do the work myself.*
3. Your friend is going to park his car where there is a no-parking sign. – *You mustn't park your car here. There's a no-parking sign.*
4. Your friend is willing to drive you somewhere. You want to walk. – *You needn't drive me anywhere. I'd like to walk.*
5. Your friend is going out and it's going to rain. You can see he is going to leave behind his umbrella. – *You mustn't leave behind your umbrella. It looks like rain.*
6. Someone is shouting at you. It makes you angry. – *You needn't shout. I'm not deaf.*
7. Your friend is trying to help you with the packing. You like to do things yourself. – *You needn't help me with the packing. I like to do things myself.*
8. Your brother is going to make a fire in the forest. – *You mustn't make a fire in the forest. It's dangerous.*

Ex. IV Express absence of necessity using either 'didn't need to do sth' or 'needn't have done sth' as the situation requires.

Model:

1. – *He didn't take his umbrella because the sun was shining.*
– *He didn't need to take his umbrella.*
2. – *He bought a ticket for me, but I've got one.*
– *He needn't have bought a ticket for me.*

1. We were rather rude to him. I think we hurt him. – *We needn't have been so rude to him.*
2. Mr. Walker bought a washing machine for cash though he could have bought it on hire purchase. – *Mr. Walker needn't have bought the washing machine for cash.*
3. Jane didn't book hotel accommodation because she put up at her uncle's. – *Jane didn't need to book hotel accommodation.*
4. He carried the suitcases himself, but there was a porter in the hall. – *He needn't have carried the suitcases himself.*
5. Catherine seemed to know everything, so I didn't go into details. – *I didn't need to go into details.*
6. I was going to ring up my mother, but she unexpectedly came to see us. – *I didn't need to ring up my mother.*

Ex. V Change the following sentences using the modal 'to be to'.

Remember that in combination with the Perfect Infinitive, this modal denotes an unfulfilled action.

Model:

1. – *The meeting is supposed to begin at five.*
– *The meeting is to begin at five.*
2. – *She was supposed to send the letter but had no time to do it.*
– *She was to have sent the letter.*
1. The chambermaid is supposed to wake him up at six. – *The chambermaid is to wake him up at six.*
2. It was arranged that Peter would give you a lift. – *Peter was to give you a lift.*
3. It was Nick's duty to find out their terms for bed and breakfast, but he didn't. – *Nick was to have found out their terms for bed and breakfast.*
4. The house is intended to be pulled down. – *The house is to be pulled down.*
5. Mr. Rock's wife asked him to withdraw money from the bank, but he didn't. – *Mr. Rock was to have withdrawn money from the bank.*
6. It was arranged that a new supermarket would be opened here next year. – *A new supermarket is to be opened here next year.*

Ex. VI Express circumstantial necessity or lack of it. Use the modal 'to have to'.

Model:

1. – *It was necessary for him to take a taxi. He was in a hurry.*
– *He had to take a taxi.*
2. – *It wasn't necessary for her to get up early.*
– *She didn't have to get up early.*
1. It was necessary for Mary to lose weight. Her clothes became too tight. – *Mary had to lose weight.*

2. It was necessary for Roger to take the sweater back to the shop. He found a flaw in it. – *Roger had to take the sweater back to the shop.*
3. It wasn't necessary for Mary to buy a TV-set on hire purchase. She had enough money to buy it for cash. – *Helen didn't have to buy a TV set on hire purchase.*
4. It was necessary for Alex to withdraw 3,000 roubles from his bank account. He was going to buy a DVD-player. – *Alex had to withdraw 3,000 roubles from his bank account.*
5. It was necessary for Bob to budget carefully in order not to plunge himself into debt. – *Bob had to budget carefully.*
6. It wasn't necessary for Jim to alter his suit. It was still a good fit. – *Jim didn't have to alter his suit.*

Ex. VII Express duty, obligation or advisability using the modal verb 'should'.

Model: – Mary wants to lose weight. It's necessary for her to take more exercise.

– That's right. She should take more exercise.

1. James wants to catch an early train. It's necessary for him to set the alarm-clock. – *That's right. He should set the alarm-clock.*
2. Lucy's mother feels rather lonely. It's necessary for Lucy to write to her more often. – *That's right. She should write to her more often.*
3. Nelly wants to improve her pronunciation. It's necessary for her to work hard. – *That's right. She should work hard.*
4. John is rather arrogant. It's necessary for him to consider other people's opinion as well. – *That's right. He should consider other people's opinion as well.*
5. It's necessary for Paul to visit his friend at the hospital more often. – *That's right. He should visit him more often.*
6. George wants to drive himself, but it's necessary for him to learn the traffic regulations first. – *That's right. He should learn the traffic regulations first.*
7. Mother wants to wash the dress in hot water, but it's necessary for her to read the washing instruction first. – *That's right. She should read the washing instruction first.*

Supposition, Doubt, Uncertainty

Ex. I Listen and repeat.

1. John must be in his study now.
2. Nick must have overslept the lecture.
3. She may be having breakfast now.
4. They must have borrowed a lot of money to buy a car.
5. Mary can't be over thirty.

6. Peter can't have been so rude.

Ex. II Answer the following questions using the modal verb 'must' to express a supposition bordering on assurance, which refers to the past.

Model: – *Why didn't Douglas shave today? Was he in a hurry?*
– *Yes, he must have been in a hurry.*

Why didn't Peter watch the sports coverage on TV? Was he tired? – *Yes, he must have been tired.*

1. What made him do up his room? Was it really messy? – *Yes, it must have been quite messy.*
2. Why did Mr. Tweed put up at his friend's? Was the hotel packed full? – *Yes, it must have been packed full.*
3. Why did George turn off the TV set? Was the concert so dull? – *Yes, it must have been really dull.*
4. Why did Frank leave all of a sudden? Did he receive any bad news? – *Yes, he must have received some bad news.*
5. Why didn't Alice eat the pudding? Was she unwell? – *Yes, she must have been unwell.*

Ex. III Express strong supposition using the modal verb 'must' and the proper form of the Infinitive.

Model:

1. – *Evidently, he's at home.*
– *He must be at home.*

2. – *Surely, she's working at her lecture now.*
– *She must be working at her lecture now.*

3. – *Probably John called on them last week.*
– *John must have called on them last week.*

1. Evidently, he lost your telephone number. – He must have lost your telephone number.
2. She is probably speaking on the telephone. – She must be speaking on the telephone.
3. Surely, Peter is a good interpreter. – Peter must be a good interpreter.
4. Evidently, she forgot to stick a stamp on the envelope. – She must have forgotten to stick a stamp on the envelope.
5. Evidently, the telephone number was engaged. – The telephone number must have been engaged.
6. Nick is probably reading the contract now. – Nick must be reading the contract now.
7. Surely, that was just a slip of the tongue. – It must have been a slip of the tongue.

Ex. IV Express uncertainty using the modal verb 'may' with the proper form of the Infinitive.

Model:

1. – *Perhaps Paul is very upset.*
– *Paul may be very upset.*
2. – *Maybe they're still dancing.*
– *They may still be dancing.*
3. – *It is possible that our neighbours have left the town.*
– *They may have left the town.*
4. – *Perhaps they have been staying at this hotel for more than a week.*
– *They may have been staying at this hotel for more than a week.*
1. *It's probable that Roger knows the answer. – Roger may know the answer.*
2. *Perhaps Peter is listening to Beethoven's fifth symphony now. – Peter may be listening to Beethoven's fifth symphony now.*
3. *Maybe the Browns have rented a car for their holidays. – The Browns may have rented a car for their holidays.*
4. *He has probably been trying to reach you on the phone all the time. – He may have been trying to reach you on the phone all the time.*
5. *It's possible that he has left the book at home. – He may have left the book at home.*
6. *It's possible that this machine is out of order. – This machine may be out of order.*
7. *Maybe he's having lunch at the local café now. – He may be having lunch at the local café now.*
8. *Perhaps the wire has been cut. – The wire may have been cut.*

Ex. V In response to the following, express your supposition. Use the modal verb 'may' with the Perfect Infinitive and the words suggested.

Model: – Why did Lucy choose a red dress? Perhaps it was highly in fashion?

– Yes, it may have been highly in fashion.

1. *Why didn't Nick consult the sales manager on this matter? Perhaps she was busy at the moment? – Yes, she may have been busy at the moment.*
2. *Why didn't Mary buy that dress? Perhaps she was short of money? – Yes, she may have been short of money.*
3. *Why didn't Nick send the letter yesterday? Maybe he had a lot of work to do. – Yes, he may have had a lot of work to do.*
4. *Why didn't Mr. File sign the contract? – Perhaps he didn't approve of the terms? – Yes, he may not have approved of the terms.*
5. *Why didn't the Greens rent that flat? Perhaps it needed too much doing up? – Yes, it may have needed too much doing up.*
6. *Why did John go to the party alone? Perhaps his wife fell ill. – Yes, his wife may have fallen ill.*
7. *Why didn't Ann buy the blouse after all? Maybe the colour was too bright? – Yes, it may have been too bright.*
8. *Why didn't Bill go to his sister's wedding? Perhaps he was still angry with her? – Yes, he may still have been angry with her.*

Ex. VI Deny the following as something unbelievable or impossible. Use the modal verb 'can' with the proper form of the Infinitive.

Model:

1. – *I'm sure she's right.*
– *Nonsense! She can't be right.*
2. – *Michael is playing tennis now.*
– *Nonsense! Michael can't be playing tennis now.*
3. – *She was rude to her manager.*
– *Nonsense! She can't have been rude to her manager.*
1. *They're still looking for a flat to rent. – Nonsense! They can't still be looking for a flat to rent.*
2. *The Browns have bought a new car. – Nonsense! They can't have bought a new car.*
3. *John's dog bit an elderly lady. – Nonsense! It can't have bitten an elderly lady.*
4. *They charge a hundred pounds per night at this hotel. – Nonsense! They can't charge a hundred pounds per night at this hotel.*
5. *Mary has failed her exam in mathematics. – Nonsense! She can't have failed her exam in mathematics.*
6. *The bridge is still being repaired. – Nonsense! It can't still be repaired.*
7. *He cancelled his press-conference. – Nonsense! He can't have cancelled his press-conference.*
8. *Our PR-specialist is playing golf with his friends now. – Nonsense! He can't be playing golf with his friends now.*

Ex. VII Express strong doubt or uncertainty regarding the situation. Use the modal verb 'can' with the proper form of the Infinitive.

Model:

1. – *She's very unhappy in her marriage.*
– *Well, can she really be unhappy in her marriage?*
2. – *Peter said he would never speak to Fred again?*
– *Well, can he really have said it?*
3. – *Bob is playing football in the yard.*
– *Well, can he really be playing football in the yard?**
1. *He gave us the wrong telephone number. – Well, can he really have given us the wrong telephone number?*
2. *Ann is very naïve. – Well, can she really be so naïve?*
3. *Walter has enjoyed this terrible concert. – Well, can he really have enjoyed it?*
4. *He is still lecturing at Moscow University. – Well, can he still be lecturing at Moscow University?*

* Note the position of the adverb. The Continuous and Perfect Infinitives should never be split.

5. Mary stole the charitable foundation's money before leaving for Latin America. – *Well, can she really have stolen the charitable foundation's money before leaving for Latin America?*
6. They're still debating the problem. – *Well, can they really still be debating the problem?*
7. I'm sure girls like such stories. – *Well, can they really like such stories?*
8. Little Donald is smoking his father's pipe now. – *Well, can he really be smoking his father's pipe now?*

Reproach, Disapproval, Persistence

Ex. I Listen and repeat.

1. You might have been more understanding.
2. Peter shouldn't have broken the news so soon.
3. You ought to have warned me about the test.
4. The door won't open!
5. The patient wouldn't listen to the doctor's recommendations.
6. The engine won't start!

Ex. II Express your reproach using the modal verb 'might' with the Perfect Infinitive.

Model: – *The secretary didn't warn us about the change in the time-table.*

– *Well, she might have warned us about the change in the time-table.*

1. Albert didn't book a room for us. – *Well, he might have booked a room for us.*
2. The chambermaid didn't tidy up the room. – *Well, she might have tidied up the room.*
3. The shop assistant wasn't very polite to the customer. – *Well, she might have been more polite to the customer.*
4. Mrs. Brown didn't pay too much attention to her son. – *Well, she might have paid more attention to him.*
5. The man didn't introduce himself. – *Well, he might have introduced himself.*
6. He didn't tell us the movie was so boring. – *Well, he might have told us the movie was so boring.*
7. Andrew didn't come to our hosing party. – *Well, he might have come to our hosing party.*
8. Peter hasn't had his car repaired yet. – *Well, he might have had it repaired.*

Ex. III Express your disapproval of something done wrong or not done at all. Use the modal verb 'should'.

Model: – *It was his duty to do that at once, but he failed.*

– *He should have done it at once.*

1. I was to have sent her a telegram, but I sent a letter. – *You should have sent her a telegram.*
2. It was the driver's duty to check the brakes before setting off, but he didn't. – *The driver should have checked the brakes before setting off.*
3. It was necessary for John to quit smoking, but he didn't. – *He should have quit smoking.*
4. It was necessary for him to wait a little bit longer, but he didn't. – *He should have waited a little bit longer.*
5. Bob was to have consulted the sales manager on that problem, but he didn't. – *Bob should have consulted the sales manager on that problem.*
6. It was necessary for him to leave a message for her, but he didn't. – *He should have left a message for her.*
7. Henry was expected to visit his sick friend at the hospital, but he didn't. – *He should have visited his sick friend at the hospital.*
8. It was necessary for Helen to go on a diet, but she didn't. – *She should have gone on a diet.*

Ex. IV Disapprove of a past action using 'ought (not) to' + the Perfect Infinitive.

Model: – *He borrowed my umbrella, but he didn't ask permission.*
 – *Well, he ought to have asked permission.*

1. Fred had an accident because he drove too fast. – *Well, he ought not to have driven so fast.*
2. The traffic lights turned red, but the driver didn't stop at the crossroads. – *Well, he ought to have stopped at the crossroads.*
3. He left in a hurry and didn't switch off the iron. – *Well, he ought to have switched off the iron.*
4. He was badly hurt because he hadn't fastened his safety belt. – *Well, he ought to have fastened his seat belt.*
5. A woman was knocked down because she wasn't crossing the road on the zebra crossing. – *Well, she ought to have crossed the road on the zebra crossing.*
6. The woman wasn't taken to hospital. She decided to go home. – *Well, she ought to have been taken to hospital. She ought not to have gone home.*
7. Fred didn't follow the doctor's advice. – *Well, he ought to have followed the doctor's advice.*
8. He didn't take the medicine prescribed to him. – *Well, he ought to have taken the medicine prescribed to him.*

Ex. V Say that something is not functioning the way it should, or that somebody persists in not doing something. Use 'won't'.

Model: – *The car refuses to start.*
 – *The car won't start.*

1. The stain refuses to come out. – *The stain won't come out.*
2. The TV set refuses to work. – *The TV set won't work.*

3. My pen refuses to write. – *My pen won't write.*
4. My ring refuses to come off. – *My ring won't come off.*
5. She refuses to admit it. – *She won't admit it.*
6. The dog refuses to stop barking. – *The dog won't stop barking.*
7. The picture refuses to hang straight. – *The picture won't hang straight.*
8. The child refuses to eat porridge. – *The child won't eat porridge.*

Ex. VI Use the modal verb 'would' to express persistence.

Model: – We tried to change the subject, but she persisted in talking about her illness.

– We tried to change the subject, but she would talk about her illness.

1. Helen's mother asked her not to keep late hours, but she persisted in reading books at night. – *Helen's mother asked her not to keep late hours, but she would read books late at night.*
2. George felt very tired, but he persisted in sitting up late. – *George felt very tired, but he would sit up late.*
3. There seemed to be a fault on the line, but Mary persisted in trying to get through. – *There seemed to be a fault on the line, but Mary would try to get through.*
4. The hat didn't become Lucy very much, but she persisted in buying it. – *The hat didn't become Lucy very much, but she would buy it.*
5. The price was pretty high, but Albert persisted in renting the flat. – *The price was pretty high, but Albert would rent the flat.*
6. Mary realized that she was wrong, but she persisted in demanding her money back. – *Mary realized that she was wrong, but she would demand her money back.*

4.3 Assessment Tests

Test I Insert suitable modal verbs or their equivalents.

1. ___ you read and write when you went to school?
2. The jacket needs shortening. The tailor ___ make it right.
3. I hope you ___ to join us later.
4. He ___ to stay at his cousin's during his winter holidays.
5. You ___ come back tomorrow.
6. At the hospital they told me that I ___ wait till the operation was over.
7. You ___ not cross the street at the red light.
8. The teacher said that we ___ to write the test on Tuesday.
9. Should I tell you my telephone number? – No, you ___, I remember it.
10. "You ___ go there sometimes," he advised Susan. "You ___ see the sights of London."
11. He ___ to care about his elderly mother. She was very weak after the

operation.

12. I ___ to return the books to the library before my summer holidays.
13. The roads were slippery and Peter ___ to drive carefully.
14. "You ___ to stay in bed until I allow you to get up," the doctor said.
15. The plane arrives at 8 p.m. We ___ to leave quite soon to be at the airport in time.
16. The furniture ___ to be delivered on Monday.
17. Do you think we ___ to review verbals and modals for our exam?
18. Very pressed for time, he ___ to postpone his interview with her twice.

Test II Proud of your modals?

Choose only one of the four variants to complete the sentence correctly.

1. We got up at four in the morning as we ... make a very early start.
a) were to b) had to c) ought to d) could
2. This coat's far too loose. You ... take it in.
a) will have to b) are to c) should d) must
3. They ... try to be here before the class starts.
a) would have b) should c) should have d) ought
4. I'll do these assignments as fast as I ...
a) can't b) can c) must d) may
5. How much did you ... to pay for parking?
a) have b) ought c) able d) need
6. He was angry and ... control his feelings.
a) wasn't able b) couldn't c) wasn't allowed d) shouldn't
7. Alex wants to study history at the University of Oxford, so he ... to work hard this year.
a) has to b) will have to c) should d) need
8. He said he ... smoke in the room.
a) may b) is allowed to c) might d) could
9. If you hurry now, you ... catch the train.
a) can b) will be able to c) have to d) will have to
10. We ... go any more because we were dog-tired.
a) couldn't b) dare not c) were not able d) shouldn't

Test III Which of the four statements after each sentence shows its meaning best?

1. *You ought to have gone there, Monica.*
 - a) Monica went there.
 - b) Monica might have gone there.
 - c) Monica didn't go there.
 - d) Monica must have gone there.
2. *She might go to London tomorrow.*
 - a) She was given permission to go.

- b) She wasn't going to go.
 - c) It is unlikely she will go.
 - d) It is possible she will go.
3. *She mustn't go there.*
- a) She needn't.
 - b) She hasn't got to.
 - c) She is not to.
 - d) She didn't.
4. *He can't drive a car.*
- a) He is not allowed to.
 - b) He is unable to.
 - c) He doesn't know how to.
 - d) He ought not to.
5. *You should take exercise regularly.*
- a) You are advised to.
 - b) You are willing to.
 - c) You are prohibited to.
 - d) You are not to.
6. *You needn't go yet.*
- a) You don't need to go yet.
 - b) You are supposed to wait.
 - c) You dare not go.
 - d) You never go.
7. *She can't have been as ill as all that!*
- a) She hasn't been able to.
 - b) She may not have been.
 - c) I'm sure she wasn't.
 - d) She wasn't ill at all.
8. *They would not clean his car.*
- a) They didn't have to.
 - b) They were unwilling to.
 - c) They needn't.
 - d) They were not to.

T e s t IV Choose a suitable modal verb or its equivalent to complete each sentence.

1. Personal computers of the model you require ... be delivered to you in May.
a) *can* b) *may* c) *must*
2. Dave is a good swimmer. He ... swim like a fish.
a) *may* b) *need* c) *can*
3. The door was locked and the child ... open it.
a) *couldn't* b) *shouldn't* c) *might not*
4. I'm sorry I couldn't come yesterday. I ... work late.
a) *was to* b) *might* c) *had to*
5. Whatever you do, you ... touch that switch. It's very dangerous.

- a) *mustn't* b) *needn't* c) *may not*
6. She ... get up so early. She gets up early because she prefers to.
a) *mustn't* b) *doesn't have to* c) *shouldn't*
7. This dictionary is very valuable. You ... look after it very carefully and you ... lose it.
a) *must* b) *should* c) *ought to*
a) *mustn't* b) *needn't* c) *can't*
8. You ... come if you don't want to, but I hope you will.
a) *mustn't* b) *needn't* c) *shouldn't*
9. You've been coughing a lot lately. You ... smoke so much.
a) *shouldn't* b) *needn't* c) *can*
10. If you are going to visit Spain, you ... learn a few words of Spanish before you go there.
a) *should* b) *must* c) *need*
11. I'm not sure where to go for my holiday, but I ... go to Greece.
a) *may* b) *must* c) *ought to*
12. Carol hasn't decided yet but she ... take up a secretarial course.
a) *might* b) *must* c) *can*

T e s t V Name the modals and their possible forms according to the description.

1. It is used to express unavoidable obligation.
2. It is used to speak of a planned action that was not carried out.
3. It implies a waste of time or effort.
4. It can express supposition with reference to the future.
5. It can express reproach only in affirmative sentences.
6. It expresses obligation arising out of circumstances.
7. It is used in the form of advice.
8. It often implies a warning or a threat of possible bad consequences.
9. It can be used to express intention.
10. It can express supposition only in negative and interrogative sentences.

SUPPLEMENT

SUPPLEMENTARY TESTS AND EXERCISES

CAN AND ITS EQUIVALENTS

Ex. 1 Use **can** or **be able to**. Sometimes it is possible to use either; sometimes only **be able to** is possible.

Examples: George has traveled a lot. He *can (or is able to)* speak four languages.
I haven't *been able to* sleep very well lately.

1. Tom _____ drive, but he doesn't have a car.
2. I can't understand Martin. I've never _____ understand him.
3. I used to _____ stand on my head, but I can't do it now.
4. Ask Ann about your problem. She should _____ help you.

Ex. 2 Underline the correct words.

1. Do you *can* / Can you come to the meeting next week?
2. I *can come* / *I can to come* to the meeting next week.
3. I *won't can't* / *be able to* come to the meeting next week.
4. Sorry that I *didn't could* / *I couldn't* come to the meeting last week.
5. Sorry that I *wasn't able to* / *I wasn't able* come to the meeting last week.
6. What *we can do* / *can we do*?
7. I *hope to can* / *to be able to* fly directly to Dusseldorf.
8. I *managed to* / *I could* speak to Mr Reiner yesterday.
9. The hotel was OK, but I *managed to* / *I could* hear a lot of noise from the street.
10. I *managed to* / *I could* take a boat trip on Lake Lemman when I was in Geneva.

Ex. 3 Complete the sentence with **could**.

Example: I can't sing now, but I *could sing* very well when I was a child.

1. He can't play tennis very well now, but he _____ fairly well when he was younger.
2. She can't run very fast now, but when she was in school she _____ faster than anyone else.
3. I can't swim very far these days, but ten years ago I _____ from one side of the lake to the other.

Ex. 4 Complete the sentences with **can** or **be able to** in the appropriate form.

1. The new credit card _____ be used in more than 5,000 cash machines around the country.
2. I _____ sneak away from the party without anyone noticing.
3. Once I'd got into the middle of the maze, I (not) find my way out.
4. I (not) carry these bags any further. I'll have to have a rest.
5. We drove all the way to Sutton to see Tim and Sue, but when we got there, we (not) remember their house number.
6. When my car broke down on the motorway, I _____ get help from a passing police officer.
7. The national park _____ only be visited with a special permit.
8. _____ play backgammon?
9. Owen miskicked the ball and the goalkeeper _____ push it around the post.

10. _____ you spell 'onomatopoeia'?

Ex. 5 Choose the correct answer. In some sentences both the variants are possible.

1. On a clear day you _____ see five countries from the top of this hill.
a) could b) can
2. The children _____ stay up late on Fridays and Saturdays because they didn't have to go to school the next day.
a) could b) were allowed to
3. If the car park was full, people _____ park their cars on the nearby sports field.
a) could b) were allowed to
4. The new dam _____ result in the loss of water for villages further down the river.
a) can b) could
5. Global warming _____ mean rising sea levels worldwide.
a) can b) could
6. Visitors to the house _____ walk in the gardens as long as they kept to the paths.
a) could b) were allowed to
7. We generally take our cat on holiday with us because it _____ be difficult to find someone to look after it.
a) can b) could
8. I hadn't seen my brother for years and I _____ hardly wait for his train to arrive.
a) can b) could
9. Although there are a lot of international students at the university, there _____ be many from Peru.
a) can't b) couldn't
10. The prisoner _____ speak to the reporters briefly before being led away.
a) could b) was allowed to
11. My grandfather has difficulty walking and _____ walk up stairs any more.
a) can't b) couldn't
12. Take your umbrella with you. It said there _____ heavy rain today.
a) can b) could

Ex. 6 Answer the questions with **was/were able**.

Example: - Did you persuade them?

- Yes. it was difficult, but we *were able to persuade them*.

1. - Did they find your house?
- Yes. It took them a long time, but they _____ .
2. - Did you win the match?
- Yes. It wasn't easy, but I _____ .
3. - Did the thief escape?
- Yes. The police officer chased the thief, but he _____ .

Ex. 7 Complete each sentence with **could**, **was/were able to**, or **couldn't**.

Examples: My grandfather was very clever. He *could (or was able to)* speak five languages.

I looked everywhere for the book, but I *couldn't* find it.

The fire spread quickly, but everyone *was able to* escape.

1. He had hurt his leg, so he _____ walk very well.
2. She wasn't at home when I called, but I _____ contact her at her office.
3. I looked very carefully, and I _____ see a figure in the distance.
4. They didn't have any tomatoes in the first store I went to, but I _____ get some in the next store.
5. My grandmother loved music. She _____ play the piano very well.

6. The boy fell into the river, but fortunately we _____rescue him.

Ex. 8 Make suggestions. Use **could**.

Example: Where should we go for our vacation? (Mexico) *We could go to Mexico*

1. What should we have for dinner tonight? (fish)
2. When should we go and see Tom? (on Friday)
3. What should I give Ann for her birthday? (a book)

Ex. 9 Read the situation and write what you would say. Use the words given in parentheses (...).

Example: You've got a \$ 20 bill, and you need some change. You ask somebody to help you. (Can you...?) *Can you change a \$ 20 bill.*

1. You want to borrow your friend's camera. What do you say to him/her? (Could I ... ?)

.....
..

2. You have a car and you want to give somebody a lift. What do you say? (Can I ... ?)

.....
.....

3. You have to go to the airport, but you don't know how to get there. You ask a passerby. (Could you ...?)

4. You are telephoning the owner of an apartment that was advertised in a newspaper. You are interested in the apartment, and you want to stop by and see it today. (Do you think I ?)

.....
.....

5. You are at a meeting with your boss. You want to smoke a cigarette. What do you ask first? (May I ... ?)

6. You want to leave work early because you have some important things to do. What do you ask your boss? (Do you think I ... ?)

7. You want to invite someone to come and stay with you for the weekend. (Would you like...?)

.....
.....

8. The person in the next room has some music on very loud. How do you ask him politely to turn it down? (Do you think you ... ?)

Ex. 10 Decide how to say what you want to say.

Examples: You have to carry some heavy boxes upstairs. Ask someone to help you.

Do you think you could give me a hand with these boxes?

A friend has just come to see you in your apartment. Offer him some coffee or tea. *Can I get you some coffee or tea?*

1. You want your friend to show you how to change the film in your camera. What do you say to him/her?

.....
.....

2. You're on a train. The woman next to you has finished reading her newspaper. Now you want to look at it. What do you say?

.....
.....

3. You need a match to light your cigarette. You don't have any, but the man sitting next to you has some. What do you ask him?

.....
.....

4. There is a concert tonight and you are going with some friends. You think Mary would enjoy it too. Invite her.
.....
.....
5. You're in the post office. You want three airmail stamps. What do you say?
.....
.....
6. You are sitting on a crowded bus. There is an old lady standing. Offer her your seat.
.....
.....
7. You are having a party next Saturday. Invite your friend Tim.
.....
.....

Ex. 11 Complete the sentences with **can, can't, could, couldn't** or **be able to**.

1. I'm afraid I _____ help you at the moment.
2. I don't think I'll _____ come to the meeting.
3. The negotiations broke down because we _____ agree on the price.
4. I _____ see you were having problems, so I didn't interrupt.
5. If you _____ make a firm order today, we should _____ ship by Friday.
6. I find Portuguese very difficult. I _____ understand it, but I _____ speak it.
7. Sorry, I _____ see you next week, but I might _____ make the week after.
8. A: Will you _____ go to the training seminar?
B: No, I _____. - I'm very busy.
9. I'm sorry I _____ come to your talk yesterday. I had to sort out a problem.
10. I _____ ski really well when I was in my twenties, but now I'm out of practice.

Ex. 12 Use **could have**. Answer the questions in the way shown.

Example: - Did you go to the movies?
- No. *We could have gone to the movies but we decided not to.*

1. - Did you go to the concert last night? - No. We
2. - Did John take the exam? - No. He
3. - Did you buy a new car? - No. I

Ex. 13 Write sentences with **could** or **could have**.

Examples: She doesn't want to stay with Linda. *But she could stay with Linda.*
She didn't want to stay with Linda. *But she could have stayed with Linda.*

1. He didn't want to help us. But he
2. He doesn't want to help us. But
3. They don't want to lend us any money. But
4. She didn't want to have anything to eat

Ex. 14 First read this information about Ken:

Ken doesn't know any Spanish. Ken doesn't know anything about machines.
Ken is very rich and generous. Ken can't drive.
Ken was sick on Friday night. Ken was free on Monday afternoon.

A lot of people wanted Ken to do different things last week, but they couldn't contact him. So he didn't do any of these things. Say whether he could have done or couldn't have done these things (if he had known).

Example: His aunt wanted him to drive her to the station.

He couldn't have driven her to the station (because he can't drive).

1. Ann wanted him to come to a party on Friday night.
He.....because.....
.....
2. Jim wanted him to play tennis on Monday afternoon.
He.....
because.....
3. Sue wanted him to translate a Spanish newspaper article into English.
.....because.....
.....
4. Jack wanted Ken to lend him \$20.
.....because.....
.....
5. Ken's mother wanted him to fix her washing machine.
.....because.....
.....

MUST AND ITS EQUIVALENTS

Ex. 1 Complete these sentences with **must** or **have to** (in its correct form). Sometimes it is possible to use either; sometimes only **have to** is possible.

Examples: Well, it's 10:00. I *must (or have to)* go now.

Ann wasn't feeling well last night. She *had to* leave the party early.

1. You really _____ work harder if you want to pass that exam.
2. Some children _____ wear uniforms when they go to school.
3. Last night Don suddenly became ill. We _____ call the doctor.
4. Ann has _____ wear glasses since she was eight years old.
5. I'm afraid I can't come tomorrow. I _____ work late.
6. I'm sorry I couldn't come yesterday. I _____ work late.
7. Tom may _____ go away next week.
8. We couldn't repair the car ourselves. We _____ take it to a garage.
9. When you come to Houston again, you _____ come and see us.

Ex. 2 Make questions with **have to**.

Example: "Tom had to go to the police station."

"Why *did he have to go to the police station?*"

1. "Linda has to leave tomorrow." "What time exactly
....."
2. "We had to answer a lot of questions on the exam." "How many questions....."
3. "George had to pay a parking fine." "How much
....."
4. "I have to get up early tomorrow." "Why
....."

Ex. 3 Make negative sentences with **have to**.

Example: "Did they change planes?"

"No, it was a direct flight, so *they didn't have to change planes.*"

1. "Did you pay to get into the concert?"
"No, we had free tickets, so we....."
2. "Does Jack shave?" "No, he has a beard, so"
3. "Did you get up early this morning?"
"No, it's my day off, so"

4. "Do you work?"

"No, I'm extremely rich, so..... "

Ex. 4 Must and Have (Got) to

From the box below, insert the correct phrase from (i) and a word from (ii) into the gap in each sentence.

(i)			
must be	must be	must be	must have
must have	<i>must have</i>	must have to	must have to
must have to	must have had to	must have had to	must have had to
(ii)			
borrow	buy	carry	confusing
costing	get up	making	noticed
turn	walked	<i>wondered</i>	work

1. I dropped my keys down a drain and a man was watching me curiously while I tried to get them out with a stick. He must have wondered what I was doing.
2. Bridget has just bought a new car and a second home. She _____ a lot of money in her job.
3. Have you seen the new art gallery? You _____ it when you drove through the centre of town.
4. Until fridges were invented, people _____ food much more frequently.
5. A: I catch a train to go to work at half past six.
B: You _____ really early, then?
6. Claire and Rachel are identical twins and they are in the same class at school. It _____ for their teacher.
7. I suppose that before the irrigation channels were dug, villagers _____ water all the way from the river for their crops.
8. I can't get the door unlocked. You _____ the key in a special way.
9. Val's car was in the garage for repair last week, so she _____ her mother's to get to work.
10. John doesn't have a car, and there's no bus, so he _____ all the way to the village.
11. A: Karl has left his job at the local newspaper and become a freelance photographer.
B: He _____ so much harder now.
12. A: Bert is taking all his children and grandchildren to New Zealand for a month's holiday this summer.
B: It _____ him a fortune!

Ex. 5 Must and Have (Got) to

Choose the correct answer to complete each sentence. Sometimes both answers are possible.

1. _____ sing as we're walking along the street? I find it really embarrassing.
a) Do you have to b) Must you
2. Jane had to leave early. She says she _____ be in London by 7 o'clock this evening.
a) 's got to b) has to
3. I hate wearing a suit. _____ wear one for the wedding?
a) Have I got to b) Must I
4. If the company is going to expand it would _____ employ more people.
a) have got to b) have to
5. I can't go out tonight. I _____ look after my little brother.

- a) 've got to b) have to
6. If you want people to trust you, you _____ tell the truth.
a) 've got to b) have to
7. Before you start complaining about my handwriting, you _____ remember that I broke my wrist recently.
a) 've got to b) have to
8. _____ book tickets when you went to the cinema?
a) Did you have to b) Had you got to
9. He _____ get a good grade in his maths exam to get a university place.
a) 's to b) 's got to
10. Her husband is a chef, so she never _____ do any cooking.
a) has got to b) has to
10. Jameson is a brilliant footballer. He _____ the best player the team has ever had.
a) must be b) has got to be
12. He may not be very good at tennis, but you _____ admit that he tries hard.
a) 've got to b) have to

Ex. 6 Complete these sentences with **mustn't** or **don't / doesn't have to**.

Examples: I don't want anyone to know. You *mustn't* tell anyone what I said.

I *don't have to* wear a suit to work, but I usually do.

- I can stay in bed tomorrow morning because I _____ work.
- Whatever you do, you _____ touch that switch. It's very dangerous.
- You _____ forget what I told you. It's very important.
- She _____ get up so early. She gets up early because she likes to.
- We _____ leave yet. We've got plenty of time.

Ex. 7 Complete the sentences with **must** or **have to**. Both are possible each time, but one is more natural in a spoken context.

- I _____ remember to email Steve and thank him for all his help.
- Sorry, I _____ go now, the meeting begins in five minutes.
- You _____ submit your tax form by 31 January.
- You _____ try to be more diplomatic when you're speaking to Tim.
- I _____ go to the dentist next Friday morning, so I'll be a little late.
- I really _____ go to the dentist. I've had this awful pain for three days.

Ex. 8 Complete these sentences using **must (have)...**, **couldn't (have)...**, or **can't (have)**.

Examples: "Is he American?" "Yes, *he must be American.*"

"Did she see you?" "No, *she can't have seen me.*"

- "Are they married?" "Yes, they must
- "Is he serious?" "No, he can't
- "Were they in a hurry?" "Yes, they
- "Does Ann know a lot of people?" "Yes, she.....
- "Did Tom know about the plan?" "Yes, he
- "Do they have much money?" "No, they
- "Was she driving carefully?" "No, she.....
- "Are they waiting for somebody?" "Yes, they.....

Ex. 9 Complete these sentences with **must** or **can't** + an appropriate verb.

Example: You've been traveling all day. You *must be* very tired.

- Brian has three houses, six cars, a yacht, and a helicopter. He _____ a lot of money.

2. (The doorbell rings.) I wonder who that is. It _____ Jim. He said he would come after 7:00, and it's only 6:30 now.
3. I wonder why Sue isn't at work today. She _____ sick.
4. John seems to know a lot about history. He _____ a lot of books.
5. Jane's putting on her hat and coat. She _____ out.

Ex. 10 Read each situation and write a sentence with **must have** or **can't have**. Use the words in parentheses (...).

Example: The phone rang but I didn't hear it. (I must / be / asleep)

I must have been asleep.

1. That dress you bought is very good quality. (it must / be / very expensive)
It
must.....
.
2. I haven't seen Jim for ages. (he must / go / away)
He.....
3. I wonder where my umbrella is. (you must / leave / it on the bus)
.....
.....
4. Don passed the exam. He didn't study very much for it. (the exam can't / be / very difficult)
.....
.....
5. She knew everything about our plans. (she must / listen / to our conversation)
.....
.....
6. Dennis did the opposite of what I asked him to do. (he can't / understand / what I said)
.....
.....
7. When I woke up this morning, the light was on. (I must / forget / to turn it off)
.....
.....
8. I don't understand how the accident happened. (the driver can't / see / the red light)
.....
.....

NEED

Ex. 1 Need(n't), Don't Need to and Don't Have to

Choose the correct answer to complete each sentence. Sometimes both answers are possible.

1. Just because a car is small _____ mean that it isn't powerful.
mustn't
needn't
2. There's plenty of time before the train, so we _____ leave just yet.
needn't
don't need to
3. Modern art _____ understood to be appreciated.

- needn't be
doesn't need to be
4. You _____ spend very long on your French homework. You should be able to do it in an hour
at most.
don't need to
needn't
5. Examination results _____ be released to students before 12.00 on Friday 13th June.
needn't
mustn't
6. I've rented the room until the end of August, so I _____ leave until then.
don't have to
mustn't
7. You _____ children of your own to be a good teacher.
don't need to have
needn't have
8. The council _____ be allowed to get away with closing the main library.
don't have to
mustn't
9. For this recipe the herbs _____ be fresh; you could use dried ones instead.
don't need to
needn't
10. The facilities are so good that guests _____ leave the hotel for anything, except sightseeing.
mustn't
needn't
11. A lot of people speak English in Warsaw, so you _____ speak Polish to get by.
mustn't
don't have to
12. I'll look after the children while you're away, so you _____ worry about them.
mustn't
needn't

Ex. 2 Need(n't), Don't Need to and Don't Have to

Read the sentences and decide whether the words in italics are correct. If not, write in the correct form.

- We can leave our suitcases at the station so we *don't have to carry* them all round town.
- Need I fill in* a form to get free dental treatment?
- I've decided to go on a diet. Well, you *needn't to look* so surprised.
- Recent medical developments mean that nobody *need endure* the pain caused by migraine ever again.
- I cooked a special meal for Suzie's birthday. But I *didn't have to have bothered*. She phoned to say that she was going out to a restaurant with some friends instead.
- The details of the procedure *don't have to concern* us here.
- To buy clothes nowadays, you *need go* no further than the local supermarket.
- I *need contact* my parents urgently.
- Need we to book* concert seats in advance?
- I thought Ann might be late. But I *needn't have worried*. She turned up on time.
- Although the company's sales figures have fallen over the last year, shareholders *don't have to panic* yet.
- I *need hardly to remind* you of the importance of this decision.

MAY AND MIGHT

Ex. 1 Make sentences with **may** or **might**. The first four sentences are present.

Examples: "Do you know if Jack is in his office?" "I'm not sure. He *may be* in his office."
"Do you know if Joan likes ice cream?" "I'm not sure. She *might like* ice cream."

1. "Do you know if they are married?" "I'm not sure.
They....."
2. "Do you know if she wants to go?" "I'm not sure.
....."
3. "Do you know if he's telling the truth?" "I'm
....."
4. "Do you know if he has a car?" "I
....."

The next three sentences are past.

Examples: "Do you know if he was serious?" "I'm not sure. He *might have been* serious."
"Do you know if they were looking?" "I'm not sure. They *may have been* looking."

5. "Do you know if she was sick?" "I'm not sure. She"
6. "Do you know if she told anybody?" "I....."
7. "Do you know if they were listening?" "....."

Use **may not** or **might not**.

Example: "Is Jack in his office?" "I'm not sure. He *might not be* in his office."

8. "Does she want to go?" "....."
9. "Is he telling the truth?" "....."
10. "Are they ready?" "....."

Ex. 2 Write sentences to explain each situation. Use the words in parentheses (...) to make your sentences.

Example: I can't find George anywhere. I wonder where he is.

- a) (he might / go / shopping) *He might have gone shopping.*
- b) (he could / play / tennis) *He could be playing tennis.*

1. Look! Sue's going out. I wonder where she's going.
 - a) (she may / go / to the theater)
 - b) (she could / go / to a party)
2. Why didn't Tom answer the doorbell? I'm sure he was in the house at the time.
 - a) (he may/go/to bed early)
 - b) (he might not / hear / the bell)
3. How do you think the fire started?
 - a) (someone may / drop / a cigarette)
 - b) (it could / be / a short circuit)
4. I wonder where Liz was going when you saw her.
 - a) (she might / go / to work)
 - b) (she may / go / shopping)
5. George didn't come to the party. I wonder why not.
 - a) (he might / have / to go somewhere else)
 - b) (he may not / know / about it)

Ex. 3 May, Might and Could: Possibility

Choose the correct or more natural answer to complete each sentence.

1. Termites construct earth mounds which *may / might* measure several metres across.
2. *May / Could* there be a connection between asthma and pollution from cars?

3. *Could / Might* parents do more to help their children learn to read?
4. A: I'm looking forward to Amy's party tonight.
B: Haven't you heard? She's cancelled it.
A: Well, she *may / might* have let me know.
5. A: We'll never get to the station on time with all this traffic.
B: *Might / Could* we catch the 4.35 train instead?
6. As recently as 1980, farmers *may / might* be forced off their land by the government without compensation.
7. A: I wonder how my boss found out I was thinking of leaving.
B: *May / Could* he have overheard you telling someone?
8. Before the new law was introduced, people *may / might* be stopped and searched in the street by the police simply for looking suspicious.
9. *May / Might* I begin by saying how grateful I am to have been given the opportunity to address you this evening.
10. The largest of the primates is the gorilla, whose head and body *may / might* reach 100 centimetres in length.
11. *Might / May* I take one of those rather nice looking cakes?
12. A: The children cooked their own dinner tonight.
B: They *might / may* have washed up afterwards. They've left all the dirty dishes in the sink.

Ex. 4 May and Might: Possibility

Insert the correct phrase from the box into the gap in each sentence.

might have been looking	might be looking
might have married	might be marrying
may be seeing	might have seen
might have met	might have been meeting
may be waiting	might have been waiting
might have walked	may have been walking

1. A bear came into our garden last winter. It _____ for food during a heavy snowfall.
2. I've heard a rumour that Martha _____ Carlo when she goes to Italy next month.
3. Anyone who was outside at ten o'clock last night _____ a greenish glow in the sky.
4. When I got home, Matthew was sitting on my doorstep reading a book. It looked like he _____ there for ages.
5. They are making a lot of people redundant at my company, so I _____ for a new job fairly soon.
6. Sarah looked so different that I _____ past without recognising her if she hadn't said 'hello'.
7. I couldn't remember where I'd seen George before. I think I _____ him 10 years ago at a conference in Prague.
8. With the increase in manufacturing output, we _____ the beginning of an economic recovery.
9. A: I wonder why Bruno was standing alone by the fountain last night.
B: I suppose he _____ his girlfriend there.
10. I'll take something to read when I go for my appointment at the hospital. I _____ for a few hours before I see the doctor.
11. Historians believe that Prince Willem _____ the Countess in order to increase trading links between their two countries.
12. People have appealed to anyone who _____ in the hills at the time of the accident to contact them.

Ex. 5 Talk about future plans. You are not sure what is going to happen. Use **may** or **might**.

Example: Where are you going on your vacation? (to Brazil???)

I haven't decided yet, but *I may go to Brazil.*

1. What kind of car are you going to buy? (a Toyota???)
I'm not sure yet, but I
2. What are you doing this weekend? (go skiing???)
I don't know for sure, but
3. Where are you going to hang that picture? (in the dining room???)
I haven't made up my mind yet, but
4. When is Tom coming to see us? (tomorrow evening???)
I'm not sure, but
5. What's Jill going to do when she graduates? (go to a business college???)
She hasn't decided yet, but

Ex. 6 Talk about possible happenings. Use the word(s) in parentheses (...).

Examples: Do you think it will rain this afternoon? (may) *It may rain this afternoon.*

Do you think Ann will come to the party? (might not) *She might not come to the party.*

1. Do you think Bob will be late? (may) He
2. Do you think Amy will be able to find our house? (might not) She.....
3. Do you think there'll be a rainstorm tonight? (might) There.....
4. Do you think Tony will pass the exam? (may not).....
5. Do you think they'll be waiting for us when we arrive? (might).....
6. Do you think it'll snow later? (may).....

Ex. 7 Read these situations and make sentences with **may** / **might as well**.

Example: A friend has invited you to a party. You're not very excited about going, but there isn't anything else to do. So you think you should go.

You say: *I might as well go. There isn't anything else to do.*

1. You're in a coffee shop with a friend. You've just finished your coffee. You're not in a hurry, so you think you should both have another cup.
You say: We..... Are you ready for one?
2. Someone has given you a free ticket to a concert. You're not very interested in the concert, but you think you should go because you have a free ticket.
You say: I It's a shame to waste a free ticket.
3. You invited some friends to dinner, but they haven't come. The dinner has been ready for half an hour and you think you should begin without them.
You say: We I don't think they are coming.

SHOULD AND OUGHT TO

Ex. 1 You are giving advice to a friend. Use **should** or **shouldn't**.

Example: Your friend is always coughing because he smokes too much. Advise him to stop smoking. *You should stop smoking.*

1. Your friend has a bad toothache. Advise her to go to the dentist. You.....
2. Your friend rides his bicycle at night without lights. You think this is dangerous. Advise him not to do it.....
3. Your friend is going to visit Greece. Advise her to learn a few words of Greek before she goes.
.....

Ex. 2 Give your opinion about something. Use **I think / I don't think**....

Example: Tom has just been offered a job. You think it would be a good idea for him to accept it. *I think Tom should accept the job.*

1. You think it would be a good idea for all drivers to wear seat belts.
I think.....
2. You don't think it would be a good idea for Jill and Sam to get married.
I
3. Your friend has a bad cold. Tell him that you think it would be a good idea for him to stay home tonight

Ex. 3 Read the situations and write sentences with **should (have)** and **shouldn't (have)**.

Sometimes you have to use the present, sometimes the past.

Examples: The speed limit is 55 miles an hour, but Tom is doing 70.

He shouldn't be driving so fast.

When we got to the restaurant there were no empty tables. We hadn't reserved one. *We should have reserved a table.*

1. It's very cold. Mrs. Taylor, who has been sick lately, is standing at the bus stop without a coat. She.....
2. We went for a walk. While we were walking we got hungry, but we hadn't brought anything with us to eat. We said: We.....
3. I went to Paris. Marcel lives in Paris, but I didn't go to see him while I was there. When I saw him later, he said: You.....
4. The notice says that the store opens every day at 8:30. It is now 9:00, but the store isn't open.....
5. The driver in front of me stopped suddenly without warning, and I drove into the back of her car. It wasn't my fault
6. The children normally go to bed at 9:00. It is now 9:30. They are not in bed; they are watching television. (*two sentences*)
7. The accident happened because Tom was driving on the wrong side of the road.
.....

Ex. 4 Should and Ought to

Complete each sentence with a verb from (i) and an ending from (ii) using *should* + infinitive or *should have* + past participle.

(i)					
answer	avoid	<i>feel</i>	follow	know	phone
serve	take	take up	warn	wear	win
(ii)					
golf			swimming in the area		
their advice			<i>better</i>		
at least twelve years in prison			only three of them		
your wellington boots			you that he doesn't like strangers		
to say they would be late			less than an hour		
I wouldn't be at home			at least eight of those		

1. I'll give you some medicine to bring your temperature down. By the morning you *should feel better*.

2. A: Ouch! Your dog just bit me on the leg.
 B: Sorry, I you that he doesn't like strangers.
3. A: Jane phoned this morning and asked to speak to you.
 B: But I'd already told her that I was going shopping. She
4. A: I'm putting on a lot of weight. I think I need to start doing some exercise.
 B: Well, maybe you.....
5. At the trial, the judge recommended that Paul Thornton, 35,
6. We've lost ten of our last twelve matches. But we've been unlucky. I really feel we.....
7. My parents said that I should go to university, but I just wanted to get a job and earn some money. But now I know that I
8. The woods that we're going to walk in are likely to be very muddy, so you.....
9. High levels of pollution have been found in the waters of Sandy Bay in north Wales. A warning has been issued that holidaymakers.....
10. A: Pete and Mary came to dinner last night. I was expecting them at eight o'clock but they didn't arrive until nine – and they didn't let me know.
 B: That was very thoughtless of them. I really think they
11. I did four of the five questions in the exam, but afterwards I learnt that I
12. It's not very far from here to Stratford. If you're driving, it

Ex. 5 Should, Ought to and Had Better

Choose the correct answer. Sometimes both answers are possible

1. A: When I woke up this morning I found I had big red spots all over my body.
 B: I _____ go and see the doctor if I were you.
 ought to
 should
2. Fire doors in the building _____ be kept closed at all times.
 should
 ought to
3. Local people _____ have been consulted before the power station was built.
 had better
 should
4. It looks a bit cold outside. Maybe you _____ put a coat on.
 ought to
 should
5. There goes Carol running down the road. She _____ be late for her train again.
 should
 must
6. Children _____ be encouraged to do more sport out of school.
 ought to
 had better
7. We're completely lost! I think we _____ go back the way we came.
 should

- 'd better
8. A: Please come in and take a seat.
B: Thanks. Where _____ sit?
should I
ought I
9. My wife is ill, so I _____ be taking the next few days off work.
should
shall
10. A: Can I speak to Mr Jackson, please?
B: Certainly. Who _____ I say is calling?
shall
should
11. I really _____ stay at home and do my homework, but it's such a beautiful day that I'm going to the beach instead.
should
shall
12. The bread's been in the oven for about half an hour, so it _____ be ready by now.
should
ought to

WILL AND WOULD

Ex. 1 Match sentences 1-8 with their uses of **will**.

- a) a future fact
- b) a belief or opinion about the future
- c) an instant decision
- d) an offer of help
- e) a promise
- f) ordering food
- g) a request
- h) offering something

- | | |
|--|----------|
| 1. I think sales will probably improve in the spring. | b |
| 2. I'll give you a hand with your bags. | ... |
| 3. Will you give me a hand with these bags? | ... |
| 4. OK, I'll phone them right now. | ... |
| 5. I'll have the pan-fried fish. | ... |
| 6. I'll be there at six o'clock. Don't worry, I won't be late. | ... |
| 7. In the spring we'll have two new products ready to launch. | ... |
| 8. Will you have another glass of wine? | ... |

Ex. 2 Match the uses of **would** a)-g) with the sentences 1-7 below.

- a) offering help
- b) offering things
- c) polite request
- d) invitations
- e) reporting what someone said
- f) imaginary future with 'if'
- g) past refusal

- | | |
|--|-----|
| 1. Would you mind calling back later? | c |
| 2. What would you do if they refused to negotiate? | ... |
| 3. Would you like some milk in your coffee? | ... |
| 4. Would you like to join us for dinner tomorrow evening? | ... |
| 5. They wouldn't reduce the price under any circumstances. | ... |
| 6. Would you like me to open the window? | ... |
| 7. He said he would call back later. | ... |

Ex. 3 Match the forms 1-3 with the uses a)-c).

- | | | |
|-------------------------------|-----|--------------------------------------|
| 1. Would you like a / some... | ... | a) offering help |
| 2. Would you like to... | ... | b) offering something |
| 3. Would you like me to... | ... | c) inviting somebody to do something |

Ex. 4 Will, Would and Used to

Choose the correct alternative. Sometimes both variants are possible.

- A fully-grown tiger _____ up to 300 kilos.
a) will weigh b) weighs
- The proposed stadium _____ in huge amounts of extra traffic, so the council rejected it.
a) will have resulted b) would have resulted
- We _____ live in Florence for six months during 1997.
a) would live b) lived
- I _____ to Jack three times last year.
a) wrote b) would write
- Buzzards _____ rabbits, mice, and other small animals.
a) eat b) will eat
- The employees' plan to save jobs was rejected, even though it _____ the management any more money.
a) wouldn't have cost b) won't have cost
- It was after midnight last night when John _____ to say that he had arrived home safely.
a) would phone b) phoned
- Whenever I needed a baby-sitter, Joan _____ round and look after the children for me.
a) would have come b) would come
- I once had a cat that _____ live birds home and let them go in the house.
a) would bring b) brings
- Over a dinner a few days ago, David _____ us about the years he spent in Africa.
a) would tell b) told
- It was so hot last summer that I found it hard to get to sleep. Most nights I _____ reading until two or three in the morning.
a) stay up b) would stay up
- I _____ golf every day last week.
a) played b) used to play

Ex. 5 Will, Would and Used to

Read this part of an autobiography and choose the correct answers to complete the sentences. Sometimes both answers are possible.

I **would live / used to live** in a village right next to the sea, and in the tiny school where I taught there **would be / used to be** only thirty children. In the evenings I **would sit / used to sit** out at the front of the house, watching the sun go down. Then I **would lie / used to lie** awake at night listening to the sea. Many people today **would give / used to give a lot** to live the life I had in

those days. Some of the conditions **would be / used to be** quite primitive, though. **I wouldn't have / didn't use to have** running water in the house and I **would spend / used to spend** a long time bringing water from the village well. Another problem was that some of the older villagers were rather unfriendly, thinking that I **would try / used to try** to bring European ways into their lives. **I would have loved / will have loved** to have stayed there, but my father fell seriously ill and I came home. But I often wonder what life is now like in the village. Most of the teachers I worked with were older than me at the time, so they **will retire / will have retired**. I find it sad to think that most of the children I taught probably **wouldn't remember / won't remember** me now.

ALL MODALS

Ex. 1 Look at the modal verbs in the list below and decide which modal verb completes each sentence. The same verb may be used in more than one sentence.

would should must may ought could

1. I really _____ to go on a diet. I've put on so much weight since I gave up jogging.
2. I _____ never speak to someone like that, even if they said something nasty to me.
3. The doctor says you _____ stay at home and rest as much as possible.
4. It _____ have been Tom that parked the car like that, as he's the only one who can drive.
5. Please _____ I leave the table now? I've finished eating.
6. You really _____ to see a dentist about that tooth of yours.
7. _____ you do that? It is really annoying!
8. He asked if we _____ swim and invited us to use his swimming pool.
9. You _____ reply to an official invitation by post rather than just phoning.
10. If I had known, I _____ have taken you to the tram station myself.

Ex. 2 Choose the correct variant(s).

1. Chemistry _____ be a very interesting subject when it is taught well.
a) can b) could c) is able to d) can't
2. - You've met Rachel before, haven't you?
- Yes, I _____ her when we were at college together.
a) would know b) used to know c) knew d) know
3. Until recently prisoners _____ locked up in their cells for 20 hours a day.
a) might be b) may be c) could be d) might have
4. I can't find my watch. I _____ it in the bathroom at the hotel.
a) must have had to leave b) must have left c) must leave d) must be leaving
5. It doesn't matter what colour suit you wear for the wedding. It _____ black.
a) mustn't be b) needn't be c) doesn't have to be d) needn't to be
6. By the time I phoned the theatre, all the tickets had been sold. We _____ booked them earlier.
a) ought to have b) had better have c) should d) should have

Ex. 3 Choose the correct variant(s).

1. The computer seems to be getting very hot. Perhaps you _____ switch it off.
had better to
ought to
should
must
2. A: Why don't you come over and see us this evening?
B: Thanks, I'd love to. When _____ to arrive?
ought I to aim
ought I aim

I should aim
should I aim

3. You _____ on a boat along the river when you're in Prague. It's a good way to see the city.
should go
ought to have gone
should have gone
ought to go
4. I don't enjoy teaching any more and I'm going to give it up. It's a decision I ___ a long time ago.
should make
should have made
ought to have made
ought to make
5. I think there _____ far fewer advertisements on television.
ought to be
should be
had better be
shall be
6. A: Workmen have been surveying the field across the road this week.
B: They _____ new houses on it.
must be building
must have to build
must be going to build
must have built
7. I went straight in to see the bank manager. I _____ wait at all.
didn't have to
hadn't got to
mustn't
don't have to
8. The children in the class I teach are very helpful. Normally, I _____ tell them to keep the room tidy, they just do it without being asked.
haven't got to
mustn't
have to
don't have to
9. People _____ accept that they can't have better public services without paying higher taxes.
have to
have got to
must to
must
10. We _____ more maths teachers if we are to improve standards in our schools.
need to train
need train
need training
must train
11. You _____ be a member to play at the squash club.
mustn't
don't need to

needn't
needn't to

12. Cars _____ enter the yellow box at junctions unless the way ahead is clear.
don't have to
needn't
mustn't to
mustn't

13. If we keep quiet about the jewels, no one _____ that they have gone.
ever need find out
ever need to find out
ever needs find out
ever needs to find out

14. During the period of military rule, people _____ be imprisoned for years without trial.
may
could
might
can

15 _____ a general election be announced soon?
Could
Can
Might
May

16. It is thought that the skill of growing corn _____ southern New Mexico around 1200 BC.
may have been reaching
may be reaching
may reach
may have reached

17. From a distance she looked fairly tall, but she _____ on a step, I couldn't really tell.
might have been standing
might have stood
might be standing
might stand

18. He was held hostage for three weeks but eventually _____ when his captors were asleep.
could escape
can't escape
can escape
was able to escape

19. I'd borrowed my brother's car and found that I _____ it into reverse gear.
couldn't put
can't put
wasn't able put
wasn't able to put

20. She was still seriously ill when she _____ leave the hospital.
was allowed to
could

couldn't
can

21. We haven't had rain for nearly a year, but the drought _____ last forever.

couldn't
isn't able to
can't
isn't able

22. My grandfather _____ me to be an actor. He didn't think it was a proper job.

wouldn't want
wouldn't have wanted
would have wanted
won't want

23. When John found a spider in the house, he _____ pick it up and put it outside.

would
will
won't
wouldn't

24. Until a bridge was built here, people _____ 20 miles upstream to cross the river safely.

must be walking
must have to walk
must have walked
must have had to walk

25. In the house where I was brought up I _____ the ocean through my bedroom window.

could just see
can just see
was just able see
was just able to see

26. I _____ three spoons of sugar in coffee, but now I've cut down to one.

will have
would have
used to have
had

27. Last weekend we _____ a restaurant where they serve excellent Lebanese food.

would find
found
will find
would have found

28. You _____ a musical instrument yourself to enjoy listening to music.

needn't play
don't need play
needn't to play
don't have to play

29. Dr Robinson _____ the college shortly as he has applied for a new job in Japan.

may be leaving
might be leaving
may have been leaving

might have left

30. I _____ to Plymouth three times last month to see Natasha.

would drive

used to drive

drove

drive

Ex. 4 Match a first sentence (1-10) with a second sentence (a-j) to make short exchanges.

- | | |
|--|---|
| 1. 'Shall we go to a Chinese restaurant this evening?' | a) 'Not really; I'll be popping out myself in a minute.' |
| 2. 'May I borrow your calculator for a moment?' | b) 'I'd rather stay at home.' |
| 3. 'Would you help me get the dinner ready?' | c) 'Actually, it would be difficult to do without you right now.' |
| 4. 'You shouldn't get upset so easily.' | d) 'Could you give me another week then?' |
| 5. 'You ought to have gone to the doctor as soon as you felt bad.' | e) 'It's up to you really; it depends how strongly you feel.' |
| 6. 'Do you think I should go and complain to the manager?' | f) 'I'm sorry but I'm using it.' |
| 7. 'I'm sorry but you can't hand in the assignment a month late.' | g) 'I've apologised; what else can I do?' |
| 8. 'Could I have some time off to visit my friend in hospital?' | h) 'Do I have to? I've got to do my homework.' |
| 9. 'Can I get you anything from the shops?' | i) 'I can't help it; he really makes me furious.' |
| 10. 'You shouldn't have spoken like that to your mother.' | j) 'I couldn't because there was no one to take me.' |

Ex. 5 Look carefully at each line. Some lines are correct, but some have a word which should not be there. Tick each correct line. If a line has a word which should not be there, write the word in the space.

Zoo Escape Shocks Residents

Residents in the Blackwood area complained last night that they should have had been warned about the escape of a dangerous snake. The snake, a python, is three metres long, and can kill pets. 'I heard about it on the radio,' said Mrs Agnes Bird. 'I had gone to lock my dog in the kitchen this morning, because I thought the snake could easily have attack it. Now I am not sure what I ought to be do.' The snake, called Lulu, disappeared from Blackwood Zoo. 'It must be have found a hole in the wall, or it might have been slipped out while the door was open,' said zoo director Basil Hart. Mr Hart said that people didn't needn't have been alarmed. 'A local radio station must have had mixed up its reports,' he went on. 'We found Lulu a few minutes after we missed her. We have had to climb a tree and bring her down. So you see, you should have never believe silly stories you hear on the radio!

-√.....
- ..
-*had*.....
- ..
- 1)
-
- 2)
-
- 3)
-
- 4)
-
- 5)
-
- 6)
-
- 7)
-
- 8)
-
- 9)
-
- 10)
-
- 11)
-
- 12)
-
- 13)
-
- 14)
-
- 15)
-

Ex. 6 Read the text below and look carefully at each line. Some of the lines are correct and some have a word which should not be there. If a line is correct, put a tick (√). If a line has a word which should not be there, write the word. The first two have been given as examples.

Discovering India

0 By the time you will get this letter I expect you willwill.....
00 have been in Calcutta for a week or so. You will .
1 have been and able to settle in a bit and get used to the√.....
2 place. It must have been an exhausting journey. .
3 It can't have been being much fun flying non-stop for nearly
4 twenty-four hours. I must say I admire your decision .
5 to go and work in Calcutta. I know the poverty is
6 depressing but the job at least should to be quite worthwhile. .
7 I suppose your boss might have been sent you somewhere
8 where there was war and famine so it could have been .
9 worse. And it really must have be a fascinating culture to explore –
10 it must couldn't be more different from living in Manchester, I bet. .
11 I wonder if you could able do me favour? I've always wanted
12 a genuine Indian sari – and it must be really easy to get .
13 hold of a good one there. I should have been given you the money
14 before you left but I'll put it in your bank account if you like. .
15 I could and send you a cheque if you prefer but would you be
able to cash it there? That's all for now. .
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

- Ex. 7** Choose the most suitable phrase underlined.
1. A. Why did you worry about me? I didn't take any risks.
B. You must have been injured / You could have been injured.
 2. A. You forgot my birthday again!
B. Sorry, I should have looked in my diary / Sorry, I had to look in my diary.
 3. A. We had a terrible crossing on the boat in a storm.
B. That didn't have to be very pleasant! / That can't have been very pleasant!
 4. A. Where were you yesterday? You didn't turn up!
B. I had to go to London. / I must have gone to London.
 5. A. What do you think about the ejection?
B. 1) The Freedom Party had to win. / 2) The Freedom Party should have won.
 6. A. There's a lot of food left over from the party, isn't there?
B. Yes, you couldn't have made so many sandwiches. / Yes, you needn't have made so many sandwiches.
 7. A. What do you think has happened to Tony?

B. I don't know, he should have got lost. / I don't know, he might have got lost.

Ex. 8 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Do not change the word given. You must use between two and five words.

1. It wasn't necessary for me to go out after all.

have

I *needn't have gone out* after all.

2. There was a plan for Jack to become manager, but he left.

was

Jack manager, but he left.

3. It was a mistake for you to buy that car.

bought

You that car.

4. I don't think that Sally enjoyed her holiday.

have

Sally enjoyed her holiday.

5. It's possible that Bill saw me.

may

Bill me.

6. I'm sure that Karen was a beautiful baby.

been

Karen a beautiful baby.

7. Perhaps Alan didn't mean what he said.

meant

Alan what he said.

8. It's possible that I left my wallet at home.

could

I my wallet at home.

9. I think you were wrong to sell your bike.

shouldn't

You bike.

10. The only thing I could do was run away!

had

I run away!

Ex. 9 Choose the most suitable phrase underlined.

1. We should have turned left. We've missed the turning / We followed the instructions.

2. We didn't have to wear uniform at school. But I never did / That's why I liked it.

3. The butler must have stolen the jewels. He was ordered to / There is no other explanation.

4. You could have phoned from the station. I'm sure you did / Why didn't you?

5. You needn't have bought any dog food. There isn't any / There is plenty.

6. Ann might not have understood the message. I suppose it's possible / She wasn't supposed to.

7. You can't have spent all the money already! You weren't able to / I'm sure you haven't.

8. I shouldn't have used this kind of paint. It's the right kind / It's the wrong kind.

Ex. 10 Rewrite each sentence so that it contains **can't**, **might**, **must**, **should** or **needn't**.

1. I'm sure that David took your books by mistake.

.....*David must have taken your books by mistake.*

.....

2. It was a mistake to park outside the police station.

.....
....
3. It was unnecessary for you to clean the floor.

.....
....
4. I'm sure that Liz hasn't met Harry before.

.....
....
5. Ann possibly hasn't left yet.

.....
....
6. I'm sure they haven't eaten all the food. It's not possible!

.....
....
7. Jack is supposed to have arrived half an hour ago.

.....
....
8. Perhaps Pam and Tim decided not to come.

.....
....
Ex. 11 Choose the most suitable phrase underlined.

1. There's someone at the door. It can be / must be the postman.
2. Don't worry, you don't have to / mustn't pay now.
3. I think you had better / would better take a pullover with you.
4. Jones could be / must be president if Smith has to resign.
5. Sorry, I can't stay any longer. I have to go / might go.
6. It was five o'clock an hour ago. Your watch can't be / mustn't be right.
7. It's a school rule, all the pupils have to wear / must wear a uniform.
8. I suppose that our team must win / should win, but I'm not sure.
9. Let's tell Diana. She could not / might not know.
10. In my opinion, the government might do / should do something about this.

Ex.12 Complete the second sentence so that it has a similar meaning to the first sentence, using the word given. Use between two and five words.

1. I think you should give up smoking immediately.
had
I think you*had better give up*.....smoking immediately.
2. I expect we will get there by 5.00, if there isn't too much traffic.
should
We..... 5.00, if there isn't too much traffic.
3. Is it necessary for me to bring my passport?
have
Do my passport?
4. I am sure that the cat is in the house somewhere,
be
The cat..... in the house somewhere.

5. An aerial is not required with this radio,
have
You don't..... an aerial with this radio.
6. It is very inconvenient if you can't drive.
to
It's very inconvenient if..... drive.
7. I am sure that John is not the thief.
be
John.....the thief.
8. I am certain that Norman will be late.
bound
Norman.....late.
9. All students should report to the main hall at 9.00.
are
All students to the main hall at 9.00.
10. I thought that you would know better!
ought
Youbetter!

Ex. 13 Choose the most suitable phrase underlined.

1. We can't be lost. It isn't allowed / I don't believe it!
2. Jane is bound to be late. She always is / She must be.
3. Late-comers are to report to the main office. It's a good idea / It's the rule.
4. You don't have to stay unless it's necessary / if you don't want to.
5. Astronauts must feel afraid sometimes. They're supposed to / It is only natural.
6. You can't come in here. It isn't allowed / I don't believe it.
7. All motorcyclists have to wear crash helmets. It's a good idea / It's the rule.
8. I ought not to tell Jack. It's not a good idea / It's the rule.
9. We should be there soon. I expect so / It's absolutely certain.
10. You'd better leave now. That's my advice / That's an order!

Ex. 14 Complete each sentence so that it contains **might**, **might not**, **must**, **mustn't**, **can** or **can't**. More than one answer may be possible.

1. Don't stand up in the boat! You _____ fall in the river!
2. Sue says she's stuck in the traffic and she _____ be late.
3. You really _____ start spending more time on your work.
4. Tell Peter he _____ stay the night here if he wants to.
5. That's a really stupid idea! You _____ be serious, surely!
6. You _____ realise it, but this is very important to me.
7. Don't be silly. You _____ expect me to believe you!
8. We're not sure but we _____ go to Prague for Christmas this year.
9. Me learn to fly! You _____ be joking!
10. Bill cooked the lunch, so you _____ expect anything special!

Ex.15 Rewrite each sentence so that it contains **can**, **could**, **must**, **have to** or **should** (including negative forms).

1. I'm sure that Helen feels really lonely.
.....*Helen must feel really lonely.*
.....
2. You're not allowed to park here.

.....
.....
3. It would be a good idea if Harry took a holiday.

.....
.....
4. I'm sure that Brenda isn't over thirty.

.....
.....
5. Do I need a different driving licence for a motorbike?

.....
.....
6. What would you advise me to do?

.....
.....
7. Mary knows how to stand on her head.

.....
.....
8. You needn't come with me if you don't want to.

.....
.....
9. It's possible for anyone to break into this house!

.....
.....
10. The dentist will see you soon. I don't think he'll be long.

Ex. 16 Choose the correct alternative.

1. That looks like Carlos over there, but it can't / mustn't be. He's in Germany.
2. Marie isn't at her office, so she can / must be on her way here.
3. I think you need to / have necessity to get some advice from your colleagues.
4. Is your car door damaged? Someone must tried / have tried to break in.
5. It's getting very late. I think we'd better / we would pay the bill and leave.
6. I might / can be able to help you, but I'm not sure.
7. Yes, it's a good idea, we should / must consult more closely with the unions.
8. It's absolutely necessary, we should / must consult more closely with the unions.
9. Lucy can't have / must have heard the bad news. She looks so happy.
10. Sorry, I must to / have to go now. I don't want to be late.
11. You might not / don't need to come to the meeting if you're busy.
12. This invoice can't / mustn't be right. It says £550 to repair the photocopier!

Ex. 17 Complete each sentence with a word or phrase from the list below.

have to/had to	don't have to	didn't have to	must
mustn't	must have	might have	should
			could

1. We're trying a new dress code. We don't have to wear formal clothes on Fridays.
2. You _____ touch that button! The whole production line will stop.
3. I'm not sure, but I think _____ made a mistake.
4. Before we agree, we'll _____ study the contract in more detail.
5. Sorry, I can't stay any longer. I really _____ go now or I'll miss my train.
6. If you needed the goods urgently, we _____ speed up the order.
7. Sorry, I'm late, but I _____ go to the doctor's
8. It _____ been embarrassing for you to forget his name.
9. I think we _____ accept their offer. It's the best we'll get.
10. Luckily, I _____ attend the meeting yesterday, so I managed to finish all my paperwork.

Ex.18 Complete the second sentence so that it has a similar meaning as the first sentence. Use a word or phrase from the list below.

can't	might	should	have to	don't have to
ought to	can't be	might be	must be	should be

1. It would be a good idea to bring in a firm of consultants.
We ought to bring in a firm of consultants.
2. It's not necessary for you to leave a deposit.
You _____ leave a deposit.
3. I'm sure that isn't John, because he's in Paris.
4. That _____ John, because he's in Paris.
5. I expect the meeting will be finished by ten.
The meeting _____ finished by ten.
6. It's possible that I'll be late.
I _____ late.
8. Perhaps I'll see you on Thursday evening.
I _____ see you on Thursday evening.
9. It's the rule that we check all bank references.
We _____ check all bank references.
10. You'd better speak to her as soon as possible.
You _____ speak to her as soon as possible.

Ex.19 Complete the second sentence so that it has a similar meaning as the first sentence. Use a phrase from the list below.

might have	can't have	could have	should have (x2)
must have	shouldn't have	might not have	

1. Perhaps David made a mistake.
David might have made a mistake.
2. I'm sure that she worked very hard on this project.
She _____ worked very hard on this project.
3. I'm sure the warranty hasn't expired already.
The warranty _____ expired already.
4. It would have been a good idea for you to tell me.
You _____ told me.
5. Perhaps you didn't see the line we launched at the Munich Fair.
You _____ seen the line we launched at the Munich Fair.

6. I was expecting them to call by now.
They _____ called by now.
7. It was a bad idea for us to drop our prices so much.
We _____ dropped our prices so much.
8. It was possible for us to see this problem coming.
We _____ seen this problem coming.

Ex. 20 Match each sentence 1-14 with a meaning a)-n).

- | | | |
|------------------------------|----------|-----------------------------------|
| 1. I should do it. | g | a) It's necessary to do it. |
| 2. I shouldn't do it. | ... | b) It's not necessary to do it. |
| 3. I can do it. | ... | c) Sorry, it's impossible. |
| 4. I can't do it. | ... | d) It's forbidden. |
| 5. I mustn't do it. | ... | e) I have the ability to do it. |
| 6. I don't have to do it. | ... | f) I'm offering to do it. |
| 7. I have to do it. | ... | g) It's a good idea. |
| 8. I'll do it. | ... | h) It's a bad idea. |
| <hr/> | | |
| 9. I'll do it. | ... | i) I'm inviting you. |
| 10. I might do it. | ... | j) I'm asking permission. |
| 11. Would you like to do it? | ... | k) I'm requesting that you do it. |
| 12. Could you do it, please? | ... | l) I promise. |
| 13. May I do it? | ... | m) Perhaps I will do it. |
| 14. Shall I do it? | ... | n) I'm making a suggestion. |

Ex. 21 Match each sentence 1-12 with one of the formal sentences a)-l).

- | | | |
|------------------------------|----------|-----------------------------------|
| 1. I can do it. | c | a) It's necessary. |
| 2. I mustn't do it. | ... | b) It's not necessary. |
| 3. I don't have to do it. | ... | c) It's allowed. |
| 4. I have to do it. | ... | d) It's not allowed. |
| <hr/> | | |
| 5. I couldn't do it. | ... | e) It was necessary. |
| 6. I didn't have to do it. | ... | f) It wasn't necessary. |
| 7. I had to do it. | ... | g) It was allowed. |
| 8. I could do it. | ... | h) It wasn't allowed. |
| <hr/> | | |
| 9. I should have done it. | ... | i) Doing it would be a good idea. |
| 10. I shouldn't have done it | ... | j) Doing it would be a bad idea. |
| 11. I shouldn't do it. | ... | k) Doing it was a bad idea. |
| 12. I should do it. | ... | l) Not doing it was a bad idea. |

Ex. 22 Decide whether each pair of sentences has the same meaning. Write **I** for identical or

nearly identical, **S** for similar or **D** for completely different. At the end there will be nine of **I**, two of **S** and three of **D**.

1. You'd better go now.	You should go now.	I
2. We don't have to cut the budget.	We mustn't cut the budget.	...
3. You should have a rest.	You ought to have a rest.	...
4. You can't smoke here.	You're not allowed to smoke here.	...
5. We must sign the contract.	We should sign the contract.	...
6. You must be here before 8.30.	You have to be here before 8.30.	...
7. You mustn't touch that key!	You don't have to touch that key.	...
8. You didn't have to give a tip.	You didn't need to give a tip.	...
9. We have to work harder on this.	We must work harder on this.	...
10. I ought to leave now.	I have to leave now.	...
11. You shouldn't worry so much.	You ought not to worry so much	...
12. I must write these letters now.	I'd better write these letters now.	...
13. I couldn't use the email.	I didn't need to use the email.	...
14. We don't have to decide yet.	We don't need to decide yet.	...

Ex. 23 Underline the correct words.

- Look at those clouds. I think it *can* / *might* / *must* rain.
- That's impossible. It *can't be* / *mustn't be* / *may not be* true.
- Well done! You *may be* / *must be* / *might be* very pleased.
- Next Thursday is a possibility. I *might be* / *can't be* / *must be* free in the afternoon.
- I'm not sure. I *must not be* / *may not be* / *won't be* able to get there in time.
- That *can't be* / *mustn't be* / *may not be* David. He's away at a conference.
- Lisa isn't at her office. She *can be* / *must be* / *mustn't be* on her way here.
- Lisa hasn't arrived yet. She *should be* / *can be* / *can't be* here soon.
- There's someone in reception. It *can be* / *could be* / *mustn't be* the engineer.
- Sorry, I *can't* / *may not* / *might* come to your presentation. I'm busy that afternoon.
- I'm not sure where Sue is. She *could be* / *must be* / *can be* at lunch.
- I've looked everywhere for Sue. She *could be* / *must be* / *can be* at lunch.

Ex. 24 Match each sentence 1-7 with a similar sentence a)-g).

- | | | |
|-------------------------------------|----------|--|
| 1. They're likely to do it. | c | a) I'm sure that they'll do it. |
| 2. They might / could do it. | ... | b) I'm nearly sure that they'll do it. |
| 3. They're almost certain to do it. | ... | c) They'll probably do it. |
| 4. They'll definitely do it. | ... | d) Maybe they'll do it. |
| 5. They're unlikely to do it. | ... | e) I'm sure they won't do it. |
| 6. They're very unlikely to do it. | ... | f) They probably won't do it. |
| 7. They definitely won't do it. | ... | g) They almost certainly won't do it. |

Ex. 25 Complete the second sentence so it has a similar meaning to the first sentence using **must**, **might**, **can** or **can't**.

- Deliver by the end of the month? Yes, I think it's possible to do that.
Deliver by the end of the month? Yes, I think we _____ do that.
- It's possible that we will lose this client.
We _____ lose this client.
- I'm sure this isn't the right road.
This _____ be the right road.
- I'm sure you work late most nights.
You _____ work late most nights.

5. It's possible that I'll see you tomorrow, but I'm not sure.
I _____ see you tomorrow.
6. It's possible for the new printer to print 20 sheets per minute.
The new printer _____ print 20 sheets per minute.
7. I'm afraid that I'm unable to go to the Trade Fair this year.
I'm afraid that I _____ go to the Trade Fair this year.
8. I suppose you are Kate Perry. How do you do?
You _____ be Kate Perry. How do you do?

Ex. 26 Match each sentence 1-8 with its meaning a)-d).

- | | | |
|-----------------------------------|----------|---------------------------------------|
| 1. He won't have arrived yet. | d | a) 95-100% probability of his arrival |
| 2. He'll have arrived by now. | ... | b) 80% probability of his arrival |
| 3. He can't have arrived yet | ... | c) 40-60% probability of his arrival |
| 4. He might have arrived by now. | ... | d) 0% probability of his arrival |
| 5. He could have arrived by now. | ... | |
| 6. He should have arrived by now. | ... | |
| 7. He must have arrived by now. | ... | |
| 8. He couldn't have arrived yet. | ... | |

Ex. 27 Underline the correct words.

1. I'm very busy. Would you mind *to give* / *giving* me a hand.
2. *Would you* / *should you* help me carry these boxes, please?
3. *Do you like* / *Would you like* some more soup?
4. *May I* / *Would I* ask you a personal question?
5. How about *we talk* / *talking* to another supplier?
6. Are you having problems? *Will I* / *Shall I* help you?
7. Are you having problems? *Let me* / *I shall* help you.
8. *Would I* / *Could I* borrow your copy of the FT?
9. I think *you should* / *you can* spend less time playing golf.
10. Excuse me, *could you* / *may you* tell me which street this is?
11. Do you think *could I* / *I could* open the window?
12. Do you mind if I *open* / *opened* the window?
13. Would you mind if I *open* / *opened* the window?
14. *Would you sign* / *Please to sign* your name here?

Ex. 28 Match situations 1-6 with questions a)-f).

- | | | |
|--------------------------|----------|---|
| 1. Making a request | d | a) Would you like a coffee? |
| 2. Asking for permission | ... | b) Would you like me to carry your coffee for you? |
| 3. Offering help | ... | c) Would you like to come with us for a coffee? |
| 4. Offering something | ... | d) Could you get me a cup of coffee from the canteen? |
| 5. Inviting somebody | ... | e) Shall we break for coffee now? |
| 6. Making a suggestion | ... | f) Is it all right if I help myself to coffee? |

Now match situations 7-13 with replies g)-m). You can look back at the questions in the previous part to help you.

- | | | |
|--------------------------------|-----|---|
| 7. Agreeing to a request | ... | g) Actually, I think I'd rather have water if you don't mind. |
| 8. Refusing a request | ... | h) Of course, no problem. |
| 9. Expressing a preference | ... | i) Actually, I'm really busy at the moment. |
| 10. Accepting an offer of help | ... | j) I'm not sure that's a good idea. |
| 11. Accepting a suggestion | ... | k) OK, let's do that. |
| 12. Rejecting an offer of help | ... | l) Thanks, I'd really appreciate that. |
| 13. Rejecting a suggestion | ... | m) Thanks, but I can manage. |

Ex. 29 Choose the correct variant.

1. He be at home. He be out.
should, mustn't
can, shouldn't
must, can't
must, needn't
2. It was the principle of the tiling. People to keep their words.
should
have
ought
are able
3. Are you going to read the report? No, I I already know what it says.
mustn't
shouldn't
needn't
can't
4. We haven't got much time. We hurry.
must
needn't
can
should
5. The phone is ringing. It be Jack.
must
can
would
could
6. This price is wrong. It be \$3.50, not \$4.00.
must
could
should
would
7. You have left your purse in the shop.
should
ought to
shall
could

8. Take an umbrella. It rain later.
 might
 should
 would
 can
9. It's strange that they be late.
 must
 should
 could
 would
10. you speak any foreign language?
 may
 can
 might
 will
11. you please be quiet? I'm trying to read.
 should
 shall
 would
 can
12. Jack go to hospital yesterday.
 must
 should
 had to
 has to
13. I to work tomorrow.
 must
 should
 could
 have
14. I'll go now. My friends are waiting.
 must
 have to
 need
 be able to
15. Jim gave me a letter to post. I remember to post it.
 can
 may
 must
 needn't

Ex. 30 Choose the correct variant.

1. Ted's flight from Amsterdam took more than 11 hours. He be exhausted after such a long flight.
 must
 had better
 can

2. The book is optional. My professor said we could read it if we needed extra credit. But we read it if we don't want to.
 - cannot
 - don't have to
 - must not
3. Susan hear the speaker because the crowd was cheering so loudly.
 - couldn't
 - can't
 - might not
4. The television isn't working. It damaged during the move.
 - must be
 - must
 - must have been
5. Kate: hold your breath for more than a minute?
Jack: No, I can't.
 - Can you
 - Are you able to
 - Might you
6. You be rich to be a success. Some of the most successful people I know haven't got a penny to their name.
 - shouldn't
 - can't
 - don't have to
7. I've redone this math problem at least twenty times, but my answer is wrong according to the answer key. The answer in the book be wrong!
 - have to
 - must
 - should
8. You do the job if you didn't speak Japanese fluently.
 - won't be able to
 - can't
 - couldn't
9. You worry so much. It doesn't do you any good. Either you get the job, or you don't. If you don't, just apply for another one. Eventually, you will find work.
 - shouldn't
 - don't have to
 - can't
10. You be kidding! That can't be true.
 - have to
 - ought to
 - must
11. You leave the table once you have finished your meal and politely excused yourself.
 - would
 - may
 - might
12. Jenny's engagement ring is enormous! It a fortune.
 - must be costing
 - must have cost
 - must cost

13. we move into the living room? It's more comfortable in there and there's a beautiful view of the lake.
 Will
 Shall
 Must
14. If I had gone white water rafting with my friends, I down the Colorado River right now.
 would float
 would be floating
 would have floated
15. At first, my boss didn't want to hire Sam. But, because I had previously worked with Sam, I told my boss that he take another look at his resume and reconsider him for the position.
 has to
 ought to
 must
16. You take along some cash. The restaurant may not accept credit cards.
 had better
 has to
 can
17. The machine on by flipping this switch.
 could be turning
 can be turned
 may turn
18. I can't stand these people – I get out of here. I'm going to take off for a while while you get rid of them.
 had better
 might
 have got to
19. You forget to pay the rent tomorrow. The landlord is very strict about paying on time.
 mustn't
 don't have to
 couldn't
20. Do you always have to say the first thing that pops into your head. you think once in a while before you speak?
 Can't
 Can not
 Don't can
21. Terry and Frank said they would come over right after work, so they be here by 6:00.
 can
 have to
 should
22. Yesterday, I cram all day for my French final. I didn't get to sleep until after midnight.
 had to
 must
 should
23. We no longer suffer the injustice of oppression! Freedom shall be ours!
 would
 shall
 might

24. If I had gone to the University of Miami, I participated in their Spanish immersion program.
 could have
 could
 could be
25. The lamp be broken. Maybe the light bulb just burned out.
 must not
 might not
 could not

Ex. 31 Choose the correct variant.

1. Hello, I speak to Tom, please?
 shall
 will
 can
 would
2. She help you tomorrow.
 could
 will be able to
 will can
 is able to
3. He must to Saint-Petersburg before.
 be
 been
 have been
 has been
4. Jim gave me a letter to post. I remember to post it.
 can
 may
 must
 needn't
5. Lisa get bored in her job. Her job is so boring.
 must
 should
 would
 can't
6. you like a cup of coffee?
 will
 could
 would
 should
7. It was the principle of the tiling. People to keep their words.
 should
 have
 ought
 are able
8. I am so angry with them. I kill them!
 can
 must
 could
 should

9. I was surprised that she say such rude words.

- must
- would
- will
- should

10. He is terribly fat. He eat too much.

- mustn't
- can't
- should
- would

11. It's strange that they be late.

- must
- should
- could
- would

12. I didn't to get up early, so I didn't.

- must
- should
- need
- ought

13. Sue be able to help them.

- might
- could
- should
- shall

14. you help me carry this downstairs?

- may
- should
- must
- could

15. You have left your purse in the shop.

- should
- ought to
- shall
- could

Ex. 32 Choose the correct variant.

1. I the responsibility of looking after my younger brothers when my parents went out.

- A) should get
- B) am used to getting
- C) would have got
- D) could be getting
- E) would get

2. Oh no! We have no gas. Murat to fill the tank.

- A) could have forgotten
- B) should have forgotten
- C) must have forgotten
- D) is supposed to have forgotten
- E) would have forgotten

3. Televisions were on sale yesterday and we one in very reasonable instalments.
 - A) should buy
 - B) couldn't have bought
 - C) don't have to buy
 - D) were able to buy
 - E) had better buy
4. As they have had many lessons, Medya and Pervin Italian without a problem.
 - A) might have spoken
 - B) have had to speak
 - C) can speak
 - D) will be spoken
 - E) would be speaking
5. Esma and Zehra their homework today because it is a holiday at the school due to heavy snow.
 - A) don't need to do
 - B) couldn't have done
 - C) had already done
 - D) ought not to do
 - E) would rather have done
6. I your laptop next week because I have a very important presentation.
 - A) should be taken
 - B) may have to take
 - C) must have been taking
 - D) could have taken
 - E) am to have taken
7. I enjoyed the party. Still, I'd rather to the theater.
 - A) to be going
 - B) go
 - C) having gone
 - D) had gone
 - E) have gone
8. He this crime. He was with me all the night.
 - A) can't be committing
 - B) must have committed
 - C) had committed
 - D) should not commit
 - E) couldn't have committed
9. It is dangerous to be outside at this late hour. Somebody you!
 - A) might hurt
 - B) is hurting
 - C) could have hurt
 - D) would be hurting
 - E) should hurt
10. It is defined in the constitution that all citizens their taxes.
 - A) have had to pay
 - B) should be paid
 - C) have to pay
 - D) must be paying
 - E) needn't pay

OBSERVE AND REMEMBER
Modal Verbs: Summary Charts

1. *Must*, *should*, *ought to*, *could*, *might*, *would* with
the Indefinite Infinitive

I (he, she, we, you, they)	must	do this work	now (tomorrow)	(It is very important)	(долженствование или совет)
	should ought to			(I think, I'll have time)	(предложение, для которого имеются все основания)
	could			(but I'm not sure)	(предложение с оттенком сомнения)
	might			(but I have some other work to do)	(выражение желания или возможности совершения действия при определенных условиях)
	would				

2. *Must*, *may*, *might* and *could* with the Continuous Infinitive

He	must	be reading	his paper	now	(probably he is)	Он, должно быть, (вероятно), читает сейчас газету
	may (might)				(perhaps he is)	Он, возможно (может быть), читает сейчас газету
	could				(quite possible he is)	Он, может быть (вполне возможно), читает сейчас газету

3. 'Must', 'may', 'might', 'should', 'ought to', 'would', 'can' and 'could' with the Perfect Infinitive

He (I, she, We, you, they)	must			(probably he did)	Он (я, она, мы, вы, они)	должно быть (вероятно) сделал это	вчера (на прошлой неделе, в
	May (might) should (ought to)			(perhaps he did)		возможно сделал это	прошлом месяце,
				(but he didn't)	Ему, (мне, вам и т.д.)	следовало бы сделать это (но он не сделал этого)	году и т.д.)
	would	have done it	yesterday (last week, month, year, etc.)	(he didn't because something happened)	Он (я, вы и т.д.)	сделал бы то	
	could			a) it was possible for him to do it but he didn't b) I don't know whether he did it		(МОГ БЫ) МОГ ЭТО СДЕЛАТЬ	

Note 1: 'Might' can express reproach for, or regret about an unfulfilled action:

You *might do* it yourself. Вы *могли бы сделать* это сами (относится к настоящему или будущему времени).

He *might have sent* me the invitation earlier. Он *мог бы послать* мне приглашение раньше (относится к прошедшему времени).

Note 2: Followed by the Perfect Infinitive, 'should' and 'ought to' also express reproach for, or regret about an *unfulfilled* action. In the negative form, these verbs denote reproach for, or regret about something that *was* done in the past:

You *should (ought to) have greeted him first (but you didn't)*. Вам (бы) *следовало поздороваться с ним первым (упрек по поводу действия, которое не было совершено)*.

You *shouldn't (oughtn't to) have greeted him first (but you did)*. Вам *не следовало здороваться с ним greeted первым (упрек и сожаление по поводу совершенного действия)*.

Note 3: Followed by the Perfect Infinitive, 'can't' and 'couldn't' express surprise at, or a strong doubt about a past action:

He *(can't) couldn't have made such a mistake. (I think it's impossible)*. *Не может быть, чтобы он совершил такую ошибку. Неужели он совершил... ? (удивление, сомнение)*

4. 'Can', 'may', 'must', 'need'.

	Interrogative	Affirmative		Negative
Can	<i>Can</i> you do it?	Yes? I <i>can</i> Yes, I <i>can</i> do it		No, I <i>can't</i> No, I (<i>cannot</i>) <i>can't</i> do it
	<i>Can</i> the news be true? <i>Can</i> he think so	-		It <i>can't</i> be true. He <i>cannot</i> think so.
May	<i>May</i> I take your book?	Yes, you <i>may</i> (Yes, you <i>may</i> take it.) Do, please.		No, you <i>mustn't</i> . No, you <i>mustn't</i> take my book. No, you <i>mayn't</i> . (Don't please).
	-	He <i>may</i> He <i>might</i>	leave today	He <i>may</i> not leave today
Must	<i>Must</i> we do it now?	Yes, you <i>must</i> Yes, you <i>must</i> do it now.		No, you <i>needn't</i> . No, you <i>needn't</i> do it now.
	-	She <i>must</i> be very tired.		-
Need	<i>Need</i> I (he) do it?	Yes, You(he) <i>must</i> Yes, you(he) <i>must</i> do it.		No, you(he) <i>needn't</i> . No, you(he) <i>needn't</i> do it.
	Does he <i>need</i> a long rest*?	Yes, he does. Yes, he <i>needs</i> a long rest		No, he <i>doesn't</i> . No, he <i>doesn't need</i> any long rest.

The Forms of the Infinitive

To ask:

	Active	Passive
Indefinite	to ask	to be asked
Continuous	to be asking	-
Perfect	to have asked	to have been asked
Perfect Continuous	to have been asking	-

To be:

Indefinite	to be
Perfect	to have been

To have:

Indefinite	to have
Continuous	to be having
Perfect	to have had

* When 'need' is used in the meaning 'to be in want of' it is treated as a regular verb

GRAMMAR NOTES

ABILITY

For an ability in the present we can use CAN or BE ABLE TO. There is no difference in meaning but CAN is more common.

> She can play the piano.

For an ability in the past we can use COULD or WAS/WERE ABLE TO. There is a difference in meaning:

(a) COULD is used for a general ability in the past.

> She could play the piano when she was six.

(b) WAS/WERE ABLE TO is used for a particular ability in the past.

> I didn't forget my keys so we were able to unlock the door.

(c) COULD can be used for a particular ability in the past when the sentence is negated, or when the lexical verb is a verb of perception.

> I forgot my keys so we weren't able to/couldn't unlock the door.

COULD HAVE + past participle is used to talk about an action that we had the ability to perform in the past, but that we didn't perform.

> She could have arrived earlier.

CAN and COULD do not have non-finite forms (infinitive, -ing or participles) so they cannot be used in tenses or constructions that require those forms. Instead we have to use BE ABLE TO

> You will be able to speak fluent English in a few years.

PERMISSION

To ask for permission we may use CAN (more common, more direct), COULD (more common, less direct, more polite), MAY (more formal), or MIGHT (more formal, less direct).

> Can she play your piano?

> Could I use your phone?

> May I erase the blackboard?

To give permission we may use CAN (more common, more direct), or MAY (more common, less direct, more polite).

> Can she play your piano? Yes, she can.

> Could I use your phone? Of course you can.

> May I erase the blackboard? No, you can't.

To TALK ABOUT having permission we may use CAN, COULD or BE ALLOWED TO

(a) We use CAN or AM/ARE ALLOWED TO to talk about a permission we have in the present.

> The children are allowed to/can stay up late on Saturdays.

(b) We use COULD or WAS/WERE ALLOWED TO to talk about a general permission we had in the past.

> We were allowed to/could stay up late on Saturdays.

(c) To talk about a particular permission we had in the past we use WAS/WERE ALLOWED TO.

> We were allowed to stay up late last Saturday.

OBLIGATION AND NECESSITY

To express an obligation or necessity for an action in the present or the future we can use **MUST** or **HAVE TO**. There is a difference in meaning:

(a) **MUST** is used when the authority comes from the speaker.

> You must eat your vegetables, I insist.

(b) **HAVE TO** is used when the authority comes from outside the speaker.

> You have to eat your vegetables. The doctor said you need more vitamins.

MUST does not have a past tense or non-finite forms (infinitive, -ing or participles) so it cannot be used in tenses or constructions that require those forms. Instead we have to use **HAVE TO**.

> Peter had to speak with his teacher after his exams.

To say that it is obligatory or necessary **NOT TO DO** something we use **MUST NOT (MUSTN'T)**.

> You mustn't eat that plant. It is poisonous.

To say that it is **NOT** obligatory or necessary to do something we use **DON'T HAVE TO**, **NEEDN'T** or **DON'T NEED TO**.

> You don't have to eat your vegetables. Leave them if you want.

> You don't need to come if you'd rather stay at home.

To say that something was **NOT** obligatory or necessary in the past we use **NEEDN'T HAVE + past participle** or **DIDN'T NEED TO + infinitive**. There is a difference in meaning.

(a) **NEEDN'T HAVE** indicates that something was not necessary or obligatory but that it happened anyways.

> You needn't have come. You could have stayed at home.

(b) **DIDN'T NEED TO** only indicates that something was not necessary or obligatory (we do not know whether it happened or not).

> You didn't need to come to class yesterday. Did any of you come?

POSSIBILITY, PROBABILITY, AND CERTAINTY

To say that something is theoretically possible in the present or future, we use **CAN**. For theoretical possibility in the past we use **COULD**.

> Anyone can learn how to speak French.

> My brother can be annoying. (= My brother is sometimes annoying.)

To imply that something is factually possible in the present or future (that is, that perhaps something is happening or will happen) we use **MAY**, **MIGHT** or **COULD**. They indicate different degrees of possibility (**MAY** more likely, **COULD** less likely).

> Peter may speak with his teacher after his exams.

> Peter might speak with his teacher after his exams.

In the negative we use **MAY NOT** or **MIGHT NOT**. In questions we rarely use **MAY**.

> You may not be able to speak to him. I think he was about to leave.

To say that something is factually possible in the past (that is, that perhaps something has happened) we use **MAY/MIGHT/COULD HAVE + Past participle**. To say that something was possible in the past but did not happen, we use **MIGHT/ COULD + HAVE + Past participle**

- > They may have arrived by now. (= Maybe they have already arrived.)
- > They could have arrived by now, but they haven't.

To say that something is probable in the present or future, we use **SHOULD** or **OUGHT TO**. To say that something was probable in the past, we use **SHOULD/ OUGHT TO + HAVE + Past participle**.

- > We should be there by tomorrow morning. (= We'll probably be there tomorrow morning.)
- > They ought to have arrived by now. (= Probably they have already arrived.)

To say that you are sure that something will happen in the present or future, we use **MUST**. To say that you are sure that something has happened in the past, we use **MUST HAVE + Past participle**.

- > She must be the doctor. (= I'm sure she is the doctor.)
- > They must have arrived by now. (= I'm sure they have already arrived.)

To say that you are sure that something will **NOT** happen in the present or future, we use **can't**. To say that you are sure that something has **NOT** happened in the past, we use **can't HAVE + Past participle**.

- > She can't be the doctor. (= I'm sure she is not the doctor, it is impossible.)
- > They can't have arrived by now. (= It's impossible that they have already arrived.)

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