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**ПРАКТИЧЕСКАЯ ГРАММАТИКА
АНГЛИЙСКОГО ЯЗЫКА:**

Глаголы to be, to have, to do

Практическое пособие

для студентов специальности 1-02 03 06 «Иностранные языки
(английский, немецкий), (английский, французский)»

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Практическое пособие содержит грамматический материал по теме «Глаголы to be, to have, to do» и упражнения, которые имеют коммуникативную направленность и сгруппированы по принципу «от простого к сложному». Лексическое наполнение всех упражнений представляет широкий спектр образцов современной английской разговорной речи.

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ПРЕДИСЛОВИЕ

Издание содержит глубокое и подробное описание необходимого грамматического материала по теме «Глаголы to be, to have, to do», описание случаев употребления и серию упражнений для закрепления.

Пособие разделено на три раздела, каждый из которых даёт полное представление о функциях глаголов to be, to have, to do в предложении, а также упражнения на тренировку данного грамматического материала. Все упражнения имеют коммуникативную направленность и сгруппированы по принципу «от простого к сложному».

Практическое пособие ставит своей целью обучение грамматическим навыкам устной речи; предназначено как для работы на занятиях, так и для самостоятельной работы студентов специальности 1-02 03 06 «Иностранные языки (английский, немецкий), (английский, французский)».

BE, HAVE and DO

These three verbs live a double life. They can be **auxiliary** verbs used to form questions, negatives, emphatic forms, perfect and progressive tenses, and passives. **Be** can also be a **linking** verb, and **have** and **do** can be **ordinary** full verbs. For this reason, each of them can appear twice in a single phrase.

I am being served.

Have you had an invitation?

What do you do?

1. TO BE

1.1. BE as an auxiliary verb

Principal parts: *be, was, been*

Gerund/present participle: *being*

Present tense			
	Affirmative	Negative	Interrogative
I	<i>am</i>	<i>am not</i>	<i>am I?</i>
He, she, it	<i>is</i>	<i>is not / isn't</i>	<i>Is he, she, it?</i>
We, you, they	<i>are</i>	<i>are not / aren't</i>	<i>are we, you, they</i>
Past tense			
	Affirmative	Negative	Interrogative
I, he, she, it	<i>was</i>	<i>was / wasn't</i>	<i>Was I, she, he, it?</i>
You, we, they	<i>were</i>	<i>were / weren't</i>	<i>Were you, we, they?</i>

The forms are the same when *be* is used as an *ordinary* verb. Other tenses follow the rules for ordinary verbs. But *be* is not normally used in the continuous form except in the passive.

BE can be an *auxiliary* verb, used to form progressive and passive structures:

*He is working/will be working etc.,
He was followed/is being followed.*

Note that **BE** can be used in the continuous forms in the passive:

*Active: They are carrying him.
Passive: He is being carried.*

1.2. BE as a modal verb

To be to as a modal verb is used in the present and past indefinite tenses.

To be to expresses:

1. **An obligation** arising out of an arrangement or plan. It is found in statements and questions.

*We are to complete this work by tomorrow. (Somebody expects it.)
I am to go down in my car and pick up the parcels.
When is the wedding to be?
When am I to come?
Who is to be the first?
The ship was to dock on Sunday.
I was to meet Mother at the dentist's at 11.*

The last two sentences in which *to be* is in the past indefinite do not indicate whether the action did or did not take place.

2. **A strict order or an instruction** given either by the speaker or (more usually) by some official authority.

He is to return to Liverpool tomorrow (he has been given orders to return to Liverpool).

You are to stay here until I return (I tell you to...).
You are to do it exactly the way you are told.

Note the difference between **to be to** and **to have to**:

Soldiers have to salute their officers (such is customary obligation, the general rule).

All junior officers are to report to the colonel at once (an order).

3. **Strict prohibition** (only in the negative form).

You are not to do that.

You are not to tell anybody about it.

We are not to leave the place until we are told to.

You are not to smoke in this room.

4. **Something that is destined to happen or is unavoidable.**
It corresponds to the Russian *суждено, предстоит*.

I didn't know at the time that she was to be my wife (что ей суждено было стать моей женой).

As a young man he didn't know that he was to become a famous scientist (ему суждено было стать знаменитым учёным).

If we are to be neighbours for life we should be on friendly terms (если нам предстоит всю жизнь быть соседями...).

He was never to see her again (ему больше никогда не суждено было ее увидеть).

It was not to be (этому не суждено было сбыться).

Sometimes it may be translated by the Russian verb *хотеть*, especially after the conjunction *if*.

If we are to get there on time, we must start at once (если мы хотим прийти вовремя, надо сразу отправляться).

5. **Impossibility.** In negative sentences or in sentences containing words with negative meaning the verb *to be to* implies impossibility. In this case the passive form of the non-perfect infinitive is used, unless it is a question beginning with the interrogative adverbs *how*, *where*.

They are not to be trusted.

Nothing was to be done under the circumstances.

He was nowhere to be found.

Where is the man to be found?

How am I to repay you for your kindness?

This meaning is similar to the meaning of *can* and *may*.

Here are some set expressions with the verb *to be*:

What am I to do? Что мне делать? Как мне быть?

What is to become of me? Что со мною станется (будет)?

Where am I to go? Куда же мне деваться?

1.3. BE as a linking and ordinary verb

1. **Be** is the verb normally used to denote the existence of, or to give information about, a person or thing:

Tom is a carpenter.

The dog is in the garden.

Malta is an island.

The roads were rough and narrow.

Gold is a metal.

Peter was tall and fair.

2. **Be** is used to express physical or mental condition:

I am hot/cold. He was excited/calm. They will be happy/unhappy.

With certain adjectives, e.g. *quiet/noisy, good/bad, wise/foolish*, it is possible to use the continuous form of **be**,

e.g. *Tom is being foolish*, to imply that the subject is showing this quality at this time.

Compare *Tom is being foolish*, which means ‘Tom is talking or acting foolishly now’, with *Tom is foolish*, which means that ‘Tom always acts or talks foolishly’.

Similarly, *The children are being quiet* means ‘they are playing quietly now’, but *The children are quiet* might mean that ‘they usually play quietly’.

Other adjectives include:

annoying

generous/mean

cautious/rash

helpful/unhelpful

clever/stupid

irritating

difficult

mysterious

economical/extravagant

optimistic/pessimistic

formal

polite

funny

selfish/unselfish

With some of these, e.g. *stupid, difficult, funny, polite*, the continuous form may imply that the subject is deliberately acting in this way:

You are being stupid may mean 'You are not trying to understand'.

He is being difficult usually means 'He is raising unnecessary objections'.

He is being funny usually means 'He is only joking. Don't believe him'.

She is just being polite probably means 'She is only pretending to admire your car/clothes/house etc'.

3. **Be** is used for age:

How old are you? -I'm ten/I am ten years old. (not I'm ten years)
How old is the tower? ~ It is 400 years old. (years old must be used when giving the age of things.)

4. Size and weight are expressed by **be**:

How tall are you?/What is your height? ~ I am 1'65 metres. How high are we now? ~ We're about 20,000 feet. What is your weight? or What do you weigh/How much do you weigh? ~ I am 65 kilos or / weigh 65 kilos.

5. **Be** is used for prices:

How much is this melon? or What does this melon cost? ~ It's £1.
The best seats are (= cost) £25.

1.3.1. **BE as a phrasal verb**

The verb **be** is used in various phrasal combinations with postpositions (adverbs) and with nouns with prepositions. For example:

He is out. He's not in.

He'll be back in an hour.

Hot water is off.

What are you up to? (Что вы задумали?)

She was beside herself with anger.

Her father was against her plan.

His conduct in that situation was above reproach (Его поведение в той ситуации было безупречным).

Be about + infinitive expresses the immediate future:

I was about to call you.

They are about to start.

just can be added to make the future even more immediate:

They are just about to leave.

Similarly in the past:

He was just about to dive when he saw the shark.

Be on the point of + gerund has the same meaning as **be about + infinitive**, but it is a shade more immediate.

The verb **BE** in some phrases with postpositions can be replaced by the verb **GET** to show the beginning, change, or result of the action.

He is back. He got back yesterday.

Practice

Ex. 1. Explain the use of the verb *to be*, then make the sentences negative and ask different types of questions about them.

1. I am to meet mother at six. 2. She is reading up for the seminar now. 3. We are at the University now. 4. He was to become an artist. 5. The conference hall is being built now. 6. He was eager to visit the places of interest in Prague. 7. The documents were drawn up and signed yesterday. 8. They are on a package tour of France now. 9. When I saw her she was talking on the phone.

Ex. 2. Rephrase the words in italics using *be*.

Act like an angel and fetch my newspaper, please. e. g. *Be an angel!*

1. *Don't act like* a silly idiot!.....

2. The advertisement said: '*Become* the proud owner of a new sports car!'

3. *Don't become* a writer. You'll regret it.....
4. You *play the part* of Batman and I'll *pretend to be* Robin.

Ex. 3. Using (Do) be... or Don't be..., what would you say to these people? Write two sentences for each, choosing from: afraid, brave, careful, careless, critical, friendly, generous, mean, noisy, quiet.

1. Some children who are making a lot of noise.
2. Someone who has just broken a cup.
3. A friend who refuses to give any money to charity.
4. A friend who is always criticizing other people.
5. Someone who is afraid of going to the dentist.

Ex. 4. Supply am, is, are, was, were or weren't.

1. Her family name is now Jones, but it... Smith before she got married.
2. The name of the country... previously Rhodesia, but it... now Zimbabwe.
3. I... hungry. – You can't be. We only had breakfast an hour ago.
4. It... very cold and windy today, so wear a coat.
5. She... a very nice woman, but her late husband... a very unpleasant man.
6. This... a beautiful blue dress. Buy it.
7. Today... 23rd March: yesterday... the 22nd.
8. I'm sure the twins ... 18 today: they ... 17 last year.
9. Whose... these? – They... Sue's, but she gave them to me, so they... mine now.
10. Here, this book... yours, and that one... Jim's. They were both on the floor.
11. The other students... here already. They... all downstairs in the canteen.
12. The party... next Saturday evening at Petra's house.
13. ...Mr James in? - No, I'm sorry, he... here not long ago, but now he... out.
14. ...Fred and Carmen at home when you called? – No, they... , but they... at home now.
15. It... quite foggy tonight, but it... far worse last night.

16. It... only 2 miles to the shops now. It... 20 miles to any shops from our old house.

17. My ambition... to start my own window-cleaning business, but it didn't work out.

18. Her dream... to dance with the Royal Ballet Company.

Ex. 5. Tick the temporary behaviour in these sentences.

1. They're both being very greedy.
2. They aren't normally greedy.
3. You're being a nuisance.
4. You aren't generally a nuisance.
5. He was being very childish at the party.
6. He isn't often childish at parties.

Ex. 6. Make up your own sentences with the following expressions. Use Present, Past and Future Simple:

to be afraid of, to be against, to be for, to be angry with / about, to be ashamed of, to be away, to be asleep, to be out, to be in, to be up, to be busy, to be cold / warm / hot, to be expert at, to be hungry / thirsty, to be in a hurry, to be late, to be in time / on time, to be quick at, to be right, to be wrong, to be sick / ill, to be good / bad at, to be keen on /

Ex. 7. Change the right one to fill in the blank:

be new to, be wrong, be tired, be for, be in a hurry, be good at, be away, be over, be up, be in.

Amy should go to bed. She... .

My husband is interested in protecting nature. He... the ecology movement.

I'm afraid Ms Jackson cannot accept your invitation. She... .

I'm sorry but Dr. Bellman cannot come to the phone. He (not)... .

You've come too late. The concert... .

It's past Jean's bedtime. She shouldn't... now.

Your daughter does very well in my class. She... mathematics.

Why are you running? ...you... . ?

Paul is learning to play tennis. He... the sport.

Our calculations don't match. I'm sure yours... .

Ex. 8. Put in the correct form of *be to*.

1. The Queen... visit New Zealand in the autumn, but the trip was postponed. 2. You, children, ...finish your homework before you watch TV. 3. Our department... be moved to Edinburgh, but plans were changed at the last minute. 4. The Pope... visit Australia next week. 5. All competition entries... be submitted before 30th September. 6. The teacher said that the children... be quiet until she came back. 7. I... be promoted to head of department within six months! 8. The medicine... be taken before meals. 9. The staff... receive a 5 per cent rise, but they only got 3 per cent. 10. All applicants for the job... be interviewed in May. 11. The examination... be held in May, but the date was changed to 15th June.

Ex. 9. Translate into English.

1. До школы далеко. 2. Слишком холодно, чтобы играть в теннис. 3. Сейчас почти половина второго. 4. Завтра будет холодно. 5. Жаль, что он против нашей поездки. 6. Очень поздно, пора ложиться спать. 7. Сегодня 30 градусов в тени. 8. Председатель должен завтра прочитать свою ежегодную речь. 9. Это важно, пожалуйста, приходи. 10. Нехорошо есть руками. 11. Это была длинная программа, но очень интересная. 12. Мы должны были встретиться на углу нашей улицы. 13. Брат Джека – инженер, но он сейчас без работы. 14. Дом был очень красивым, как дворец. 15. Для середины лета погода ужасная: холодно и дождливо как осенью. 16. Мы будем очень сожалеть, если опоздаем. 17. Моя бабушка должна принимать лекарства 3 раза в день перед едой. 18. Жаль тратить на это деньги. 19. Ваш автомобиль – грязный, давно пора помыть его. 20. Курение опасно для вашего здоровья. 21. Его знание английского языка удивительно. 22. Это был очень сложный вопрос. 23. В доме было тихо, все спали. 24. Мистер Питер Брук – основатель компании.

1.3.2. There is/are, there was/were

1. When a noun representing an indefinite person or thing is the subject of the verb **be** we normally use a **there + be + noun construction**.

We can say *A policeman is at the door* but *There is a policeman at the door* would be more usual.

Note that, though **there** appears to be the subject, the real subject is the noun that follows the verb, and if this noun is plural the verb must be plural too:

There are two policemen at the door.

In the above sentences both constructions (noun + **be** and **there + be + noun**) are possible. But when **be** is used to mean *exist/happen/take place* the **there** construction is necessary:

There is a mistake/There are mistakes in this translation.
These sentences could not be rewritten *A mistake is/Mistakes are etc.*

In the following examples (R) is placed after the example when the **there** construction is replaceable by noun / pronoun + verb:

There have been several break-ins this year.

There will be plenty of room for everyone.

There were hundreds of people on the beach. (R)

2. **There** can be used similarly with *someone / anyone / no one / something* etc.

There's someone on the phone for you. (R)

3. **There + be + something/nothing/anything + adjective** is also possible:

Is there anything wrong (with your car)? (R)

No, there's nothing wrong with it. (R)

There's something odd/strange about this letter.

4. A noun or *someone/something* etc. could be followed by a relative clause:

There's a film I want to see. There's something I must say.

or by an infinitive:

There's nothing to do.

5. The **there** construction can be used with another **auxiliary + be**:

There must be no doubt about this.

There may be a letter for me.

or with **seem + be**, **appear + be**:

There seems to be something wrong here.

6. In a formal or literary style, some other verbs can be used with **there** besides **be**. These are mostly verbs which refer to states or arrivals.

*In a small town in Germany there once **lived** a poor shoemaker.*

*Suddenly there **entered** a strange figure dressed all in black.*

*There **followed** an uncomfortable silence.*

*There **remains** nothing to be done. (**Does** there remain anything to be done?)*

1.3.3. IT IS and THERE IS compared

Some examples may help to prevent confusion between the two forms:

1. it is + adjective; there is + noun:

It is foggy or There is a fog.

It was very wet or There was a lot of rain.

It won't be very sunny or There won't be much sun.

2. it is, there is of distance and time:

It is a long way to York.

There is a long way still to go. (We have many miles still to go.)

It is time to go home. (We always start home at six and it is six now.)

There is time for us to go home and come back here again before the film starts. (That amount of time exists.)

3. it is, used for identity, and **there is** + noun/pronoun:

There is someone at the door. I think it's the man to read the meters. There's a key here. Is it the key of the safe?

4. it is, used in cleft sentences, and **there is**:

It is the grandmother who makes the decisions. (the grandmother, not any other member of the family).

...and there's the grandmother, who lives in the granny-flat. (the grandmother exist)

Practice

Ex. 1. Rephrase the sentences using *there*.

a) Model: A good clothes shop is not far from here. There is a good clothes shop not far from here.

1. Two men are at the door. 2. A photograph of that girl was in last week's magazine. 3. A new security system will be in operation from next week. 4. A lot of supporters will be at the match. 5. A public holiday is on July 4th. 6. A meeting between the two world leaders will be in Helsinki.

b) Model: I can see a man at the corner. There is a man at the corner.

1. I can't see anybody here. 2. I found only two mistakes in his dictation. 3. He noticed two more cars behind the house. 4. He doesn't have any pictures on the walls in his room. 5. I can see a cat lying on the floor. 6. I haven't got any money in my purse.

Ex. 2. Use *it is* or *there is / are* in the following sentences.

1. ...very wet today, ...impossible to go out. 2. ...a thick fog last week. ...usually a lot of accidents in such bad weather. 3. ...foolish to drive fast when... foggy or rainy. 4. ...interesting to go sightseeing

in any unknown city. 5. ...a lot of places of interest in ancient towns of this country. 6. ...time to go home, ...a lot of work to do there. 7. ...all sorts of stories about Robin Hood. 8. ...a pity you can't go with us. 9. ...only one cigarette in the box. 10. ...important to know the details.

Ex. 3. Insert *it is/there is* in the spaces. In some sentences, contracted plural, negative and interrogative forms, or the past or future tense are required.

1. What's the time? – 3.30. – And what's the date? – the 24th.

2. How far... ..to York? – 50 miles.

3. very stormy last night. – Yes, storms all over the country.

4. freezing very hard. ice on the lake tomorrow.

5. As... .. sunny she decided to take the children to the sea.

6. Why don't you go for a walk?a pity to stay in whenso nice outside.

7. not any shadows because not any sun.

8. going to be a bus strike tomorrow. – all right if a fine day; but if wet long queues on the Underground.

9. not any glass in the windows; that is why so cold in the room.

10. very wet yesterday; impossible to go out.

11.a lot of rain last week. floods everywhere.

12.a thick fog last night. several accidents on the motorway.

13. foolish to drive fast when foggy.

14. difficult to find your way round this town... .. so many streets all looking exactly alike.

15. Come on, children! time to get up! nearly breakfast time.

16. lunch time when we get to York, so let's have lunch there. – No, not be time for lunch because our train to Edinburgh leaves York at 13.15.

17.a funny smell here. turpentine?

18.all sorts of stories about Robin Hood, but not known exactly who he was or what he did.

19. said that if you break a mirror you'll be unlucky for seven years.

20. As he had very bad sight difficult for him to recognize people.

21. 'Can I have a Telegraph, please?' said the customer. I'm afraid not any left,' said the newsagent. 'But a Guardian on the rack beside you. Why not take that? just as good.'

22. not necessary to carry your passport everywhere with you but advisable to carry some document of identity.

23.a guard outside the door and bars on the windows. impossible to escape.

24.a garage behind the hotel? – Yes, but rather full. I don't think room for your car.

25. One night a heavy fall of snow which blocked all the roads. Luckily plenty of food in the house.

26.a hotel in the village, so we decided to stay there a charming village and I was very happy there, but my children were bored because nothing to do in the evenings.

27. five flats in the building – one on each floor. Mine's on the top floor. no lift but supposed to be good for the figure to run up and down stairs, ?

28. a pity you haven't another bedroom. – Yes, but quite a big loft, which I am thinking of turning into a bedroom. a skylight so not ... a ventilation problem.

29. all sorts of legends about these caves. said that smugglers hid their goods here and that an underground passage leading to the village inn.

30. Tell me something about King Lear. – the story of a king who divided his kingdom between his daughters. foolish to give away your property like that. never certain that your family will behave generously to you in return.

31. Has Tom any more children? – Yes. a daughter, Ann. – Oh yes, Ann who opened the door to us yesterday, ?

32. He thought that better to say nothing about his change of plan.

33. a long time before I got an answer. Then one day a letter arrived – well, not really a letter, for only one sentence on the paper.

34. a pond beside your house? – Yes, – How deep ?

35. We've done all we can. nothing to do now but wait.

36. Just cross out that word and go on not necessary to begin again. (or no need to begin again.)

Ex. 4. Fill in the blanks with *there is*, *there are* or *it is*.

Holidays in Spain with "Interplanet Travel"

Spend your honeymoon or your next summer holidays on the moon. "Interplanet Travel" will make all the arrangements - transport, hotels, entertainment.

...1... three moonbases, each covered with a transparent dome and with a self-supporting atmosphere and gravity system. On Moonbase ...2... casinos, discos, cinemas and theatres. This is the moon base specializing in entertainment. ...3... always warm and ...4... usually a temperature of about 25° C. On Moonbase ...5... museums, art galleries, space galleries and libraries. 6.... also a very big university specialising in space studies. Here ...7... usually cool, at about 2. 8.... sometimes cloudy and sometimes sunny. On Moonbase 9..... super-modern sports facilities for all ball games, swimming, surfing, skating, horse-riding and polo. 10.... also some exciting new space games like "Catch the Shuttle" and "Pilots and Raiders". Here ...11... always quite hot at 29° C and ...12... always sunny. ...13... about an hour by spacecopter from base to base. At each of the bases ...14... luxurious hotels and bungalows.

Ex. 5. Translate into English.

1. Этот текст трудно перевести, так как в нём много незнакомых слов. 2. Сколько книг зарубежных писателей в твоей библиотеке? 3. В коллекции моего брата есть несколько

старинных русских монет. 4. На выставке этого известного художника будет много посетителей. 5. Я советую вам почитать эту книгу, в ней много юмора. 6. На дне рождения моего друга было много гостей. 7. В этом журнале есть что-либо интересное? 8. С каждым годом в городах всё больше машин и всё меньше свежего воздуха.

Ex. 6. Translate into English.

1. Гораздо легче изучать иностранный язык в стране, где на нем говорят. 2. В этом городе нет ничего интересного. 3. Именно Катя была моей лучшей подругой в школе. 4. Как часто вы стрижётесь? 5. Сколько вам должно быть лет, чтобы водить машину? 6. Мне обычно не нужно вставать рано. 7. Сегодня тепло и солнечно. 8. У Дианы в машине есть телефон. 9. Сегодня вечером по телевизору интересный фильм. 10. От нашего дома до центра города – 4 км. 11. На улице стоит машина. Это полицейская машина. 12. Сколько сыра в холодильнике? 13. Вчера Эмили хорошо позавтракала, поэтому она не обедала. 14. Она вынуждена носить очки для чтения. 15. Мы уже почти выходили из дома, когда зазвонил телефон. 16. В комнате была девочка, которая читала книгу. 17. В следующую субботу состоится матч между Шотландией и Англией. 18. Вам должно быть 18 лет, чтобы вы могли жениться. 19. Ты ведёшь себя так странно сегодня. 20. Будет трудно достать билеты на концерт. 21. В горах много снега, и мы собираемся покататься на лыжах. 22. У меня не было достаточно времени, чтобы прочитать газету. 23. Жаль, что у нас сейчас нет денег на покупку новой мебели. 24. Она – иностранка. Ей нужно иметь визу, чтобы посетить эту страну. 25. В комнате не было стульев, и нам пришлось стоять. 26. В зале было достаточно мест, и нам не пришлось стоять. 27. На этой неделе нам с Аней предстоит встретиться. 28. Она на ногах с 7 утра. 29. У нас есть время сходить в кафе.

2. TO HAVE

2.1. HAVE as an auxiliary verb

Principal parts: *have, had, had*

Gerund/present participle: *having*

Present tense			
	Affirmative	Negative	Interrogative
I, we, you they	<i>have</i>	<i>have not / haven't</i>	<i>Have I?</i>
He, she, it	<i>has</i>	<i>has not / hasn't</i>	<i>Has he, she, it?</i>
Past tense			
	Affirmative	Negative	Interrogative
I, he, she, it You, we, they	<i>had</i>	<i>had not / hadn't</i>	<i>Had we?</i>

Alternative negative contractions (chiefly used in perfect tenses):

I've not, you've not, he's not etc.

Negative interrogative: *have I not/haven't I? have you not/haven't you? has he not/hasn't he?* etc.

Other tenses follow the rules for ordinary verbs.

Have as an auxiliary verb is used to **make perfect verb forms**:

I have worked.

I had worked.

I will/shall have worked.

I would/should have worked.

2.1.1. Have + object + past participle

1. This construction can be used to express more neatly sentences of the type '*I employed someone to do something for me*'; i.e. instead of saying *I employed someone to clean my car* we can say *I had my car cleaned*, and instead of *I got a man to sweep my chimneys*

('got' here = paid/persuaded etc.), we can say *I had my chimneys swept*.

Note that this order of words, i.e. **have + object + past participle**, must be observed as otherwise the meaning will be changed:

He had his hair cut means he employed someone to do it,
but *He had cut his hair* means that he cut it himself some time before the time of speaking (past perfect tense).

When **have** is used in this way the negative and interrogative of its present and past tenses are formed with **do**:

Do you have your windows cleaned every month? ~ I don't have them cleaned; I clean them myself.

He was talking about having central heating put in. Did he have it put in in the end?

It can also be used in continuous tenses:

I can't ask you to dinner this week as I am having my house painted at the moment.

While I was having my hair done the police towed away my car.

The house is too small and he is having a room built on.

Get can be used in the same way as **have** above but is more colloquial. **Get** is also used when we mention the person who performs the action:

She got him to dig away the snow. (She paid/persuaded him to dig etc.)

Have with a bare infinitive can be used in the same way, e.g. *She had him dig away the snow*, but the **get construction** is much more usual in British English.

2. The **have + object + past participle** construction can also be used colloquially to replace a passive verb, usually one concerning some accident or misfortune:

His fruit was stolen before he had a chance to pick it can be replaced by

He had his fruit stolen before he had a chance to pick it, and

Two of his teeth were knocked out in the fight can be replaced by
He had two of his teeth knocked out.

It will be seen that, whereas in **1** above the subject is the person who orders the thing to be done, here the subject is the person who suffers as a result of the action. The subject could be a thing:

The houses had their roofs ripped off by the gale. get can also replace **have** here:

The cat got her tail singed through sitting too near the fire. (The cat's tail was singed etc.)

2.1.2. Have + object + present participle

1. This expression is often used with a period of future time:

I'll have you driving in three days. (As a result of my efforts, you will be driving in three days.)

It can also be used in the past or present:

He had them all dancing. (He taught/persuaded them all to dance.)

I have them all talking to each other. (I encourage/persuade them all to talk to each other.)

It can be used in the interrogative:

Will you really have her driving in three days?

but is not often used in the negative.

2. *If you give all-night parties you'll have the neighbours complaining.* (The neighbours will complain/will be complaining.)

If film-stars put their numbers in telephone books they'd have everyone ringing them up. (Everyone would ring/would be ringing them up.)

You'll have in the first example conveys the idea '*this will happen to you*'. Similarly *they'd have* in the second example conveys the idea '*this would happen to them*'.

If you don't put a fence round your garden you'll have people walking in and stealing your fruit. (People will walk in and steal/will

be walking in and stealing it, i.e. this will happen to you.) The construction can be used in the interrogative and negative:

When they move that bus stop, you won't have people sitting on your steps waiting for the bus any more.

This structure is chiefly used for actions which would be displeasing to the subject of **have**, as in the above example, but it can be used for an action which is not displeasing:

When he became famous, he had people stopping him in the street and asking for his autograph = When he became famous, people stopped him in the street and asked for his autograph.

But **I won't have + object + present participle** normally means 'I won't/don't allow this':

I won't have him sitting down to dinner in his overalls. I make him change them. (I won't/don't allow him to sit down etc.) This use is restricted to the first person.

2.1.3. Had better + bare infinitive

Had here is an unreal past; the meaning is present or future:

I had/I'd better ring him at once/tomorrow. (This would be a good thing to do/the best thing to do.)

The negative is formed with **not** after **better**:

You had better not miss the last bus. (It would be unwise to miss it, or I advise/warn you not to miss it.)

Had better is not normally used in the ordinary interrogative, but is sometimes used in the negative interrogative as an advice form:

Hadn't you better ask him first? = Wouldn't it be a good thing to ask him first?

You had better is a very useful advice form:

You had better fly. (It would be best for you to fly, or I advise you to fly.)

In indirect speech **had better** with the first or third person remains unchanged; **had better** with the second person can remain unchanged or be reported by **advise + object + infinitive**:

He said, 'I'd better hurry' = He said (that) he 'd better hurry.

He said, 'Ann had better hurry' = He said (that) Ann had better hurry.

He said, 'You'd better hurry' = He said (that) I'd better hurry or He advised me to hurry.

2.2. HAVE as a modal verb

The modal verb *to have to* expresses:

Obligation or necessity arising out of circumstances. It corresponds to the Russian *приходится, вынужден*.

She is usually short of time so she has to go by air (ей приходится лететь, она вынуждена лететь).

My sister has a lot of friends in different parts of the country, so she has to write lots of letters (ей приходится...).

In the past tense *have to* indicates **a fulfilled obligation**.

We had to do a lot of things during the week we stayed in the country (were obliged and did it).

They made such a noise that I had to send one of the boys to make inquiries (it was necessary and I did it).

Note that we use **do/ does/ did** with **have to** in present and past questions and negative sentences:

What do I have to do to get a driving licence?

Tom doesn't have to work on Saturdays.

2.3. HAVE as an ordinary verb

The basic meaning of **have** is 'possess':

I have had this beard for ten years.

She will have \$ 4,000 a year when she retires.

	Affirmative	Negative	Interrogative
Present	<i>have (got) or have</i>	<i>haven't (got) or don't have</i>	<i>Have I (got)? etc. or do you have?</i>
Past	<i>had</i>	<i>didn't have</i>	<i>Did you have?</i>

Note that the negative and interrogative can be formed in two ways.

Have (got) can express *permanent* or *temporary possession*.

Louise has (got) a new radio. She bought it yesterday.

Louise has (got) a book that belongs to me.

Have is conjugated with **do** for habitual actions:

I've got a headache. Do you often have headaches?

When there is not this idea of habit, the **have not (got) / have you (got)** forms are more usual in Britain, whereas other English-speaking countries (notably America) use the **do** forms here also.

An American might say:

Can you help me? Do you have time?

where an Englishman would probably say:

Can you help me? Have you got time?

In the past we do *not* normally use **got**:

When she was a child, she had long fair hair.

In past questions and negative sentences we normally use **did/ didn't**:

Did you have a car when you lived in London?

I wanted to phone you, but I didn't have your number.

We do not use **got** in a short answer.

Have you got your bag? ~ Yes, I have.

And we do not normally use **got** after a modal verb.

You can have these magazines if you like.

Have can also be used to mean:

- 'take' (a meal/ food or drink, a bath/ a lesson etc.)
- 'give' (a party), 'entertain' (guests)
- 'encounter' (difficulties/ trouble)
- 'experience', 'enjoy', usually with an adjective, e.g. good.

We have lunch at one.

They are having a party tomorrow.

Did you have trouble with Customs?

I hope you'll have a good holiday.

Have when used as above obeys the rules for ordinary verbs:

It is never followed by **got**.

Its negative and interrogative are made with **do/ did**.

It can be used in the continuous tenses.

We are having breakfast early tomorrow. (near future)

I can't answer the telephone; I am having a bath. (present)

Ann has breakfast in bed, but Mary doesn't. (habit)

Practice

Ex. 1. Fill in the spaces by inserting the correct form of have.
Use am/is/are having as a future form. (*get* can be used instead of *have*, but is more colloquial.)

1. I... my house painted. That is why there is all this mess.
2. My hair looks dreadful; I think I... it set tomorrow.
3. The attic was dark so last year we... skylight put in.
4. That dead tree is dangerous. I... it cut down tomorrow.
5. We... just... central heating installed. The house is warm!
6. I can't read Greek so I... the documents translated. My nephew is helping with the translation.
7. ...you... the film developed or did you develop it yourself?
8. Why... he... all his shoes specially made? He says that he has to because his feet are different sizes.
9. ...you... your milk delivered or do you go to the shop for it?
10. If you hate cleaning fish why... you... them cleaned at the fishmonger's? (negative)

11. How often... you... your brakes tested?
12. I'm afraid it's rather draughty here but I... that broken pane replaced tomorrow.

Ex. 2. Fill in the spaces by inserting the correct form of have, the past participle of the verb in brackets and, where necessary, a pronoun.

1. Your ankle is very swollen. You'd better... it... (x-ray)
2. Your roof is leaking, you should... it... (repair)
3. The trousers are too long; I must... (shorten)
4. No one will be able to read your notes. – I know; I... them... (type)
5. That's a good piano but you should... it... (tune)
6. Why don't you... the document... ? (photocopy)
7. He didn't like the colour of the curtains so he... (dye)
8. He went to a garage to... the puncture... (mend)
9. His arm was broken so he had to go to hospital to... (set)
10. The battery is all right now. I... just... it... (recharge)
11. It's a beautiful photo. I'm going to... (enlarge)
12. Be careful of those knives. I...just... (sharpen)

Ex. 3. Rewrite the sentences using a *have + object + past participle construction* and omitting the words in bold type.

I employed a plumber to examine my boiler. – I had my boiler examined.

1. I pay a garage to service my car.
2. The tap keeps dripping so I must send for a plumber to see to it.
3. I paid a watchmaker to clean my watch.
4. An artist is painting her portrait. She...
5. They arranged for the police to arrest the man.
6. He paid a lorry driver to tow the car to a garage.
7. They are employing builders to build a garage.
8. I pay a window cleaner to clean my windows every month.
9. I went to an oculist and he tested my eyes for me.
10. The old gypsy is telling Tom's fortune. Tom...
11. I asked the fishmonger to open the oysters for me.
12. I went to a jeweller and he pierced my ears for me.

Ex. 4. Fill the spaces with the correct forms of *have*, adding *got* where possible. Only one space will be left in each clause, but note that *got* may be separated from *have* by another word. When a negative form is required '(negative)' will be placed at the end of the example.

1. He is standing there in the rain and... even the sense to put up his umbrella, (negative)
2. He ... a cold in the head. – That's nothing new; he always... a cold.
3. I... brainwaves very often, but I... one now. (1st verb negative)
4. It is no good arguing with someone who... a bee in his bonnet.
5. Why don't you say something? You... an excuse? (negative)
6. You... this toothache yesterday?
7. How many letters... the alphabet?
8. The houses in your country... flat roofs?
9. You... the time? (= Do you know the time?) – No, I... a watch. (negative)
10. You ever... an impulse to smash something?
11. He... £1,000 a year when his father dies.
12. Air passengers usually... much luggage. (negative)
13. You... any objection to sitting with your back to the engine?
14. Oysters... always pearls in them. (negative)
15. Your door... a little hole through which you can peep at callers? (negative)
16. You... a match on you? – No, I don't smoke so I never... matches.
17. What is your opinion? – I... an opinion? (negative)
18. That cup... a crack in it.
19. You... any suspicion who did it?
20. This desk... a secret drawer? – No, modern desks ever... secret drawers. (negative)
21. When you go to a place for the first time, you ever... a feeling that you've been there before?
22. Babies... teeth when they're born?
23. How many sides... a pentagon?
24. Our cat... kittens every year. – How many she... each time?
25. They say that if children... complete freedom when they are young, they... inhibitions when they grow up. (2nd verb negative)

26. You... mosquitoes in your country in summer?
27. You... children? – Yes, I... two, a boy and a girl.
28. You... a motorcycle? – No, I only... an ordinary bicycle, but I... a motor cycle next year.
29. Why do you suddenly want to back out? You... cold feet?
30. Customer: You... any mushrooms today? Shopkeeper: We usually... them but I'm afraid we... any at the moment. (last verb negative)
31. I think I know the man you mean. He... one blue eye and one brown one? (negative)
32. Children nowadays... far too much pocket money. I... any when I was at school. (2nd verb negative)
33. We were always getting lost in the desert. – You... compasses? (negative)
34. Red-haired people always... bad tempers?
35. Do you think we should eat this meat? It... a very nice smell. (negative)
36. The stairs are on fire! You... a long rope?

Ex. 5. Put the correct form of *have* into the following sentences. Use *am having*, *is having*, etc., as a future form.

1. We... some friends in for dinner tomorrow night.
2. You... a good journey yesterday?
3. Don't disturb him; he... a rest.
4. We .. lunch early tomorrow.
5. How many lessons he... a week? – He usually... four.
6. You... earthquakes in your country?
7. What time you... breakfast? – We usually... it at 8.00.
8. What you... for breakfast? – We... toast and coffee.
9. Why you... a cooked breakfast? (negative) – It's too much trouble.
10. Why were they making such a noise? – They... an argument.
11. You... a thunderstorm yesterday?
12. Come in, we... a debate.
13. You... a cup of coffee? – Yes, please.
14. We... a meeting tomorrow to discuss safety precautions.
15. The tree just missed the roof, we... a very lucky escape.

16. How did you damage your car? You... an accident?
17. I... a look at that house tomorrow. If I like it I'll buy it.
18. We... very bad weather just now.
19. I... a very interesting conversation with the milkman when my neighbour interrupted me.
20. English people always... roast beef for lunch on Sundays?
21. It is difficult to learn a foreign language when you... an opportunity of speaking it. (negative)
22. The farmers... a lot of trouble with foxes at present.
23. On the whole women drivers... so many accidents as men drivers. (negative)
24. You... anything to eat before you left home? – Oh yes, I... bacon and eggs.
25. You... any difficulty getting into your flat last night?
26. Are you enjoying yourself? – Yes, I... a wonderful time.
27. How often he... a singing lesson?
28. You... a good night? – No, I slept very badly.
29. Why were they late? – They... a puncture.
30. We... a party here next week. Would you like to come?
31. Why didn't you speak to her? – I... a chance. (negative)
32. We... a lecture next Monday.
33. I... tea with her tomorrow.
34. He... an operation next week.
35. He ever... nightmares?
36. When he got tired of it I... a try. – You... any luck? – Yes, I caught a great big fish.

3. TO DO

Principal parts: *do, did, done*

Gerund/present participle: *doing*

Present tense			
	Affirmative	Negative	Interrogative
I, we, you they	<i>do</i>	<i>do not / don't</i>	<i>Do I?</i>
he, she, it	<i>does</i>	<i>Does not / doesn't</i>	<i>Does he, she, it?</i>
Past tense			
	Affirmative	Negative	Interrogative
I, he, she, it you, we, they	<i>did</i>	<i>did not / didn't</i>	<i>Did we?</i>

3.1. DO as an auxiliary verb

1. **Do** is used to form the negative and interrogative of *the present simple and past simple tenses* of ordinary verbs:

He doesn't work.

He didn't work.

Does he work?

Did he work?

2. It is possible to use **do/did** + **infinitive** in the *affirmative* also when we wish to add special emphasis. It is chiefly used when another speaker has expressed doubt about the action referred to:

You didn't see him. ~ I did see him. (The **did** is strongly stressed in speech. This is more emphatic than the normal *I saw him.*)

I know that you didn't expect me to go, but I did go.

3. **Do** is used to avoid repetition of a previous ordinary verb:

3.1. In short agreements and disagreements:

Tom talks too much. ~ Yes, he does/No, he doesn't.

He didn't go. ~ No, he didn't/Oh yes, he did.

3.2. In additions:

He likes concerts and so do we. (Note inversion.)

He lives here but I don't.

He doesn't drive but I do.

3.3. In question tags:

He lives here, doesn't he?

He didn't see you, did he?

4. **Do** is used in short answers to avoid repetition of the main verb:

Do you smoke? ~ Yes, I do (not Yes, I smoke)/No, I don't.

Did you see him? ~ Yes, I did/No, I didn't.

5. Similarly in comparisons:

He drives faster than I do.

6. **Do + imperative** makes a request or invitation more persuasive:

Do come with us. (more persuasive than *Come with us.*)

Do work a little harder.

Do help me, please.

7. It can similarly be used as an approving or encouraging affirmative answer to someone asking for approval of, or permission to do, some action:

Shall I write to him? ~ Yes, do or Do alone.

3.2. DO as an ordinary verb

Do, like **have**, can be used as an ordinary verb. It then forms its negative and interrogative in the simple present and past with **do/did**:

I do not do

Do you do?

Don't you do?

He does not do

Does he do?

Doesn't he do?

I did not do

Did he do?

Didn't he do? etc.

It can be used in the continuous forms, or simple forms:

What are you doing (now)? —I'm doing my homework.

What's he doing tomorrow? (near future)

What does he do in the evenings? (habit)

Why did you do it? ~ I did it because I was angry.

How do you do? is said by both parties after an introduction: it is merely a formal greeting. Some examples of other uses of **do**:

He doesn't do what he's told, (doesn't obey orders)

What do you do for a living? ~ I'm an artist.

How's the new boy doing? (getting on)

I haven't got a torch. Will a candle do? (= be suitable/adequate) ~

A candle won't do. I'm looking for a gas leak. (A candle would be unsuitable.)

Would £10 do? (= be adequate) ~ No, it wouldn't. I need £20.

To do with (in the infinitive only) can mean '*concern*'. It is chiefly used in the construction **it is/was something/nothing to do with + noun/ pronoun/gerund**:

It's nothing to do with you. = It doesn't concern you.

3.2.1. DO or MAKE

DO

1. **Do** is used when talking about *work, jobs or tasks*. Note, they do not produce any physical object.

*Have you **done** your homework?*

*I have guests visiting tonight so I should start **doing** the housework now.*

*I wouldn't like to **do** that job.*

2. **Do** is used when we refer to *activities in general without being specific*. In these cases, we normally use words like *thing, something, nothing, anything, everything* etc.

*Hurry up! I've got things to **do**!*

*Don't just stand there – **do** something!*

*Is there anything I can **do** to help you?*

3. We sometimes use **do** to **replace a verb when the meaning is clear** or obvious. This is more common in informal spoken English:

*Do I need to **do** my hair? (do = brush or comb)*

*Have you **done** the dishes yet? (done = washed)*

*I'll **do** the kitchen if you **do** the lawns (do = clean, do = mow)*

MAKE

1. **Make** is for *producing, constructing, creating or building something new*.

It is also used to indicate the *origin of a product or the materials that are used* to make something.

*His wedding ring is **made** of gold.*

*The house was **made** of adobe.*

*Wine is **made** from grapes.*

*The watches were **made** in Switzerland.*

2. We also use **make** for *producing an action or reaction*:

*Onions **make** your eyes water.*

*You **make** me happy.*

*It's not my fault. My brother **made** me do it!*

3. We use **make** before certain nouns about *plans and decisions*:

*He has **made** arrangements to finish work early.*

*They're **making** plans for the weekend.*

*You need to **make** a decision right now.*

4. We use **make** with nouns about *speaking and certain sounds*:

*She **made** a nice comment about my dress.*

*The baby is asleep so don't **make** any noise.*

*Can I use your phone to **make** a call?*

Don't make a promise that you cannot keep.

5. We use **make** with *Food, Drink and Meals*:

*I **made** a cake for her birthday.*

*She **made** a cup of tea.*

*I must go now. I have to **make** dinner.*

Common expressions with DO and MAKE

The following expressions are set collocations (combinations of words that frequently appear together) that you need to learn:

DO

30 mph (miles per hour)	Many people do more than 30 mph through this town. It's very dangerous.
badly	She did very badly on the exam, so she'll have to retake it.
your best	Don't worry about getting everything correct. Just do your best.
business	It's been a pleasure doing business with you.
chores	I have to go home and do some chores this afternoon.
a course	John has decided to do a course in computing this autumn.
a crossword	She sat on the sofa, doing a crossword and drinking tea.
damage	The storm has done a lot of damage to the house.
the dishes / the washing up	I really hate doing the dishes. I'm hoping to buy a dishwasher this year.
a drawing	The little boy spent hours doing a drawing.
your duty	He has to do his duty and look after his elderly parents.
an exam	I have to do three exams and write a huge essay this term.
exercise	Julie likes doing exercise, especially running.
an exercise	The teacher asked us to do a lot of grammar exercises over the holidays.
someone a favour	My friend did me a huge favour and lent me some money.
the gardening	David often spends Sunday afternoons doing gardening.
good	She helps homeless people and tries to do good.
you good	You should eat your vegetables. They'll do you good!

your hair	Allie spends ages doing her hair in the morning.
harm	I spilt coffee on my suit and tried to clean it, but I did more harm than good. It looks even worse now!
homework	Have you finished doing your homework?
housework	Let's do the housework quickly this morning, then we can go out for lunch.
the ironing	My mother listens to the radio while she does the ironing.
a job	I think the students did a great job with this essay. It's excellent.
the laundry / the washing	He did the laundry, cleaned the house, and made dinner.
your nails	Jenny likes to do her nails each week.
a painting	There was an old man sitting on the bank of the river, doing a painting.
paperwork	Does everybody hate doing paperwork?
research	I'm doing some research for my thesis at the moment.
the shopping	I'll do the shopping tomorrow morning. We need milk, bread, pasta and bananas.
time (= be in prison)	He broke into a bank, was caught by the police, and now he's doing time.
well	My sister is doing well in her new job.
work	Unfortunately, Lucy does a lot of work on the weekends.
your worst	I've bought all new winter clothes – boots, a coat and a very warm hat. Weather, do your worst!

MAKE

amends	I'm so sorry that I upset you – how can I make amends?
an appointment	She had toothache, so she made an appointment with the dentist for the following day.

arrangements	Okay, so we're going to go on holiday in September. Let's make some arrangements. I'll find a hotel, and you can look at flights.
an attempt	I know we might not catch the plane, but let's at least make an attempt to be on time.
believe	The children's favourite game is to make believe that they are kings and queens from long ago.
certain	I think the café opens at six, but let's make certain. I don't want to be standing in the street waiting!
a change	I've made some changes to the document.
a choice	Which job are you going to take? You need to make a choice.
a comment	My mother made a comment about my shoes.
a complaint	The food took so long to arrive that Julie made a complaint to the manager.
a confession	I'd like to make a confession. I was the one who ate the last of the chocolate.
a date	I'd love to see you soon. How about we make a date for next week?
a decision	I've made my decision. I'm going to go back to university.
a difference	Going to the gym has really made a difference to how I feel.
a discovery	When John was last in London he made a discovery – a beautiful little café in a quiet street.
an effort	You're not trying hard enough! Make an effort!
an error	He made several errors on the report, and the boss told him to rewrite it.
your escape	The bank robbers took £10,000 from the safe and then made their escape.
an exception	Usually the children aren't allowed to watch TV but I made an exception today since the weather was so horrible.

an excuse	Why was Lisa late? Did she make an excuse?
a face	The child took a bite of the broccoli and made a face.
a fire	We put up our tent, made a fire, and had a hot drink.
a fool of yourself	You shouldn't sing in front of everyone! You'll make a fool of yourself.
a fortune	Lucy made a fortune when she sold her company. Now she doesn't have to work.
friends	She loved university and made lots of friends.
fun of	The children love to make fun of the teacher – but only when she's not looking.
a fuss	It's okay, I'm fine, it's just a cough. Don't make a fuss!
an impression	Jenny certainly made an impression last night! All my friends are asking about her.
a joke	The interview was very tense at the beginning, but then John made a joke, and after that it was much more relaxed.
a journey	Because of the snow, try not to make any journeys which are not absolutely essential.
a list	First, I must make a list of all the things I need to do.
a loss	Their business made a loss the first year, but did much better after that.
love	The hero and the heroine made love in the film.
a mess	What a mess you've made! Can't you tidy up a bit?
a mistake	She made so many mistakes in her essay that the teacher couldn't understand it.
money	John made a lot of money in his twenties and was able to retire at the age of 35.
a move	Look how late it is! Let's make a move.
a noise	Please try not to make a noise when you come home, because I'll be asleep.

an observation	Could I make an observation? I don't think some of our customers like the new adverts.
an offer	She made an offer on a house. She's nervous because she'll find out today if it has been accepted, and she really wants to buy that house.
a payment	Hello? I'd like to make a credit card payment, please.
a phone call	I'm going to go outside and make a phone call. It's too noisy here.
plans	David is making plans to move to Paris.
a point	The professor used lots of examples to make his point.
a prediction	The journalist made a prediction about the economy, but in the end it wasn't correct.
a profit	His business made a profit from the beginning.
progress	Finally, after being stuck in a traffic jam for an hour, we're making some progress! We'll arrive by 8pm.
a promise	I must study hard today. I made a promise to my mum that I wouldn't fail any more exams.
a remark	John was upset because the boss made a negative remark about his work.
a reservation	Could you call the restaurant and make a reservation for tonight?
a scene	Susie made a scene in the café when her order was wrong. She shouted at all the staff and demanded to speak to the manager.
a sound	Don't make a sound! We need to be completely quiet.
a speech	The bride's father often makes a speech at her wedding.
a suggestion	Could I make a suggestion? How about going out for dinner?
sure	I don't think I left the gate open, but I'm just going to go and make sure.

the bed	Could you please make the bed before you leave the house? Otherwise it looks so messy with the duvet and the pillows everywhere.
time (=find time to do something)	Everybody's busy, but you need to make time to study. Otherwise you won't be able to get a better job.
trouble	That employee is trying to make trouble. He is always telling the boss bad things about his colleagues.
a visit	I'll call you this afternoon – I need to make a visit to my granny this morning.
your mind up	Do you want chocolate or strawberry ice cream? Make your mind up quickly!
your way	After the film, John made his way to a café, where he had two cups of coffee and some cake.

Practice

Ex. 1. Collocations with *make* and *do*. Which collocation is wrong?

- | | |
|--|--|
| 1. a) make love,
b) make trouble,
c) make a success,
d) make business,
e) make war,
f) make an offer. | 2. a) do harm,
b) do sports,
c) do a job,
d) do business,
e) do peace,
f) do an exam. |
| 3. a) do damage,
b) do a profit,
c) do some chores,
d) do justice,
e) do homage,
f) do my homework. | 4. a) make a discovery,
b) make an excuse,
c) make notes,
d) make a speech,
e) make progress,
f) make research. |

5. a) do a mistake,
b) do English,
c) do an exercise,
d) do my best,
e) do me good,
f) do me bad.

6. a) make a speech,
b) make my day,
c) make an experiment,
d) make the bed,
e) make sense,
f) make sure.

Ex. 2. Use *do* or *make* in front of each word:

_____ a discovery
_____ harm
_____ a promise
_____ certain
_____ damage
_____ an attempt
_____ a plan
_____ an excuse
_____ a favor
_____ their best
_____ an experiment
_____ a choice
_____ a suggestion
_____ progress

_____ notes
_____ an effort
_____ homework
_____ some mistake
_____ well at school
_____ me angry
_____ a noise
_____ friends
_____ nothing at all
_____ some housework
_____ everyone laugh
_____ sure
_____ an exercise
_____ a phone call

Ex. 3. Translate into English, using collocations with *make* or *do*:

назначать встречу

делать исключение

вносить вклад

произносить речь

делать заметки

делать одолжение

делать предложение

осматривать достопримечательности

делать все, что в силах

зарабатывать на жизнь

исполнять свой долг

Для меня это не имеет значения (мне все равно).

Ex. 4. Translate the words in brackets into English using *make* or *do* in appropriate forms:

1. If you want to be fit, (делай) the exercises every morning.
2. I'm not going to (делать) anything special today.
3. Who (изготовил) this wonderful toy for our New Year tree?
4. My new car (делает) 200 kilometers an hour.
5. No sooner said than (сделано).
6. We were asked to (сделать) some comments about the situation.
7. His funny jokes (заставили) us laugh.
8. Could you (сделать) me a favour, please?
9. The end of the film (заставил) me cry.
10. He was (назначен) chairman of the company.

Ex. 5. Put in the correct form of *make* or *do*:

1. If you set up a business, it's generally to... money.
2. I can't give the answer right away. I'll have to... some research.
3. I'm very pleased with the result. You... a great job!
4. When I... a mistake, my teacher corrects me and explains why.
5. What are you studying? I'm... a degree in history.
6. You'll have to work hard if you want to... progress.
7. Stop... fun of my accent – it's not my fault!
8. It doesn't have to be perfect – just... your best.
9. I've got a toothache. I'm going to ring the dentist to... an appointment.
10. It's not easy to... business with people of different nationalities.
11. John worked hard and... his best at his job, but he still wasn't promoted.
12. The teenagers were... such a noise that the neighbour called the police.
13. She... a payment on her debt every month. Soon she'll have finished paying it off.
14. So many chores to... ! I need to clean the bathroom and the kitchen, Hoover and change all the beds.
15. Sorry, I've... a mistake. The restaurant isn't here, but on another street.

16. It's late, and we should go home. Let's... a move.
17. Unfortunately, his business... a huge loss last year and had to close down.
18. If you don't speak English, you'll find it hard to... business in the UK.
19. He... a promise to his grandmother that he'd never fight anyone ever again.
20. I called the hotel and... a reservation for two people for Saturday the 16th.
21. The washing machine flooded and the water... a lot of damage. All the carpets had to be replaced.
22. She... a lot of lists of things to do, but she never does any of the things!.
23. Unfortunately, all the students... very badly on the test.
24. Children... such a mess! I spend my whole life tidying up.
25. The car was... 90 miles per hour on the motorway when it was stopped by the police.
26. John went outside to... a phone call.
27. Lucy has decided to... a course this autumn. She's going to study Spanish.
28. My grandmother loves... crosswords.
29. Anne... a good point. She said that it's often cheaper to fly in the UK than take the train.
30. If I were to... a prediction, I'd say that it'll rain this afternoon.
31. I haven't eaten chocolate for three weeks, but it hasn't... any difference to my weight.
32. If you'll... the dishes, I'll sweep the floor.
33. Thanks for... such lovely comments about my paintings! I'm really glad you like them.
34. Could you call the manager please? I'd like to... a complaint.
35. I feel terrible! I really must... some more exercise! Will you come for a run with me tomorrow?
36. He's volunteering at a homeless shelter because he wants to... good.
37. She needs to... a choice. Either move to Madrid or stay in London. She can't keep changing every week!
38. Let's... a date to meet and talk about your business idea. How about next Friday?

39. John... a decision to take the bus, but it was so delayed that he wished he'd taken the train.

40. The child... a face behind the teacher's back.

41. It's freezing! Let's turn on the heating and... a fire in the fireplace.

42. I'm not going to go ice skating! I'd only fall over and... a fool of myself.

43. Could you possibly... me a favour and bring dessert to my dinner party tomorrow?

44. When she was 40 she sold her business and... a fortune. She now spends most of her time at the beach.

45. Lucy helped the children to... drawings of flowers.

46. Jill has to... three exams this week, so I don't think we'll see her until next week.

47. I'm fine, Mum! There's no need to call the doctor! Don't... a fuss.

48. John... a joke at the start of the meeting, but nobody laughed.

49. I really need to... some shopping this afternoon. We have no food in the house at all.

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