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1. Use a comma between the attributes where necessary:

her fine little hands; her small delicate hands

2. State where the post-positional attributes are to be regarded as loose (detached) or close (representing an indispensable part of the syntactic structure), use a comma when necessary.

The people waiting for the manager rose as he entered.

3. Fill in suitable punctuation marks where needed.

Wait a minute I said and went on reading or rather I must admit going through the motions of reading.

4. Identify the postnoun modifiers in the following sentences as restrictive or nonrestrictive by adding commas if needed.

Neither the senator nor his wife sitting next to him on the speakers' platform looked very enthusiastic about being there.

5. Distinguish between limiting, descriptive and continuative clauses; clarify the differences by translating or paraphrasing.

An event soon occurred which took a profound hold on the public mind.

6. Add commas to the following sentences, if necessary.

Jim agreed to leave the party early and go bowling with us although he was having a good time.

7. Punctuate the following sentences.

We left the party as soon as we politely could

KEYS:

1. her fine little hands; her small, delicate hands

2. loose

3. 'Wait a minute', I said and went on reading, or rather, I must admit, going through the motions of reading.

4. Neither the senator nor his wife, sitting next to him on the speakers' platform, looked very enthusiastic about being there.

5. descr.

6. Jim agreed to leave the party early and go bowling with us, although he was having a good time.

7. We left the party as soon as we politely could

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TASK 1

Choose the correct answer

- She's a manager.
a. What's her job? b. What's she job? c. What's his job? d. What do she job?
- Do I need an updated _____ to fly within the same country?
a. passport b. business class c. seat
- The boarding _____ already _____.
a. have been announced b. has been announced c. has announced
- Ben writes very quickly. He's _____ finished his essay.
a. done b. for c. just d. yet

TASK 2

Choose unnecessary word

- (a. a shop assistant b. bus driver cousin c. fireman)
- (a. three b. eight c. twenty five d. umbrella)

TASK 3

Complete these sentences with the correct preposition

- They work _____ 09.00am. _____ 02.00pm.
(a. from b. to c. on in (at) d. in at e. in in f. from to)
5. They don't work _____ the afternoons and often stay _____ home then.
(a. from b. to c. on in (at) d. in at e. in in f. from to)

TASK 4

Choose one of the appropriate words

- To begin with, she is a (a. careful b. sensitive c. mind) person. She always sits up with me all night long when I am ill and can't sleep.
- Joan is a very (a. stubborn b. patient c. clever) person not only with her patients but also with me.

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(CV (- Curriculum Vitae)).

(Contacts).

(Purpose).

(Summary of qualification).

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(Work experience).

(Interests)

(Additional skills & personal).

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