

## Graded grammar worksheet

Name: \_\_\_\_\_ ( ) Class: \_\_\_\_\_ Date: \_\_\_\_\_

### Reported speech with tense change



**You are working on a mock interview project as a secretary to report an interview response. Write the answer with reported speech.**

- 1 I saw your company's ad in the newspaper last month.  
Todd said that he had seen our company's ad in the newspaper the month before/the previous month.
- 2 I sent my CV last week.  
Todd said that he had sent his CV the week before/the previous week.
- 3 I have been interested in working for your company for a long time.  
Todd said that he had been interested in working for our company for a long time.
- 4 I have never worked in an office before.  
Todd said that he had never worked in an office before.
- 5 I worked as a cashier in a supermarket in 2015.  
Todd said that he had worked as a cashier in a supermarket in 2015.
- 6 I volunteered at a charity for the poor last year.  
Todd said that he had volunteered at a charity for the poor the year before/the previous year.
- 7 I will go to university next September, so I only need a part-time job.  
Todd said that he would go to university the following September, so he only needed a part-time job.
- 8 I can come in for training next week.  
Todd said that he could come in for training the following week.
- 9 I may be able to work in the evening if necessary.  
Todd said that he might be able to work in the evening if necessary.
- 10 I have to leave early to attend a programming class every Thursday.  
Todd said that he had to leave early to attend a programming class every Thursday.
- 11 You can contact me by phone or email.  
Todd said that we could contact him by phone or email.
- 12 It has been a pleasure to meet you.  
Todd said that it had been a pleasure to meet us.
- 13 I am looking forward to hearing back from you soon.  
Todd said that he was looking forward to hearing back from us soon.

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## Simple past tense and present perfect tense



**You are writing a short introduction about your family. Complete your writing using the correct form of the verbs in brackets.**

**My family and me**

My father is a doctor. He (1) has worked (work) at a hospital in Mong Kok for six years. He (2) showed (show) me around his office last month. My mother is a lawyer. She (3) has studied (study) law for three years. She (4) joined (join) a law firm in Central six months ago. Everyone in my family is proud of her. I am a student at Oxford English School. I (5) have studied (study) here for the last three years. I will go to a new secondary school soon. Yesterday, I (6) told (tell) all my teachers here that I will miss them. My sister is a primary school student. She (7) has gone (go) to the same school for the last four years. She loves to learn. In fact, she (8) has just finished (finish) reading a book about bees. She is also a good musician. She (9) has practised (practise) the piano since she was five years old. My uncle (10) has lived (live) in the UK for the last two years. My family (11) went (go) there to visit him last summer. We (12) stayed (stay) with him for two weeks. I can't wait to go back and visit again soon.

Past perfect tense with *before* and *after*

**You are writing a diary entry about your day out with your friend. Finish your diary with the correct form of the words in brackets and 'before' or 'after'.**

Dear Diary,

Today I spent a day out with my good friend Amy. I was worried that we wouldn't be able to hang out when I woke up and saw a gloomy sky. We (1) had already decided (decide) to go to the park (2) before we saw the weather report. So, I got my umbrella and went to the park. My phone rang (3) after I (4) had gone (go) outside. It was Amy. She said that we should go to the shopping centre instead. I met up with her at MegaBox straight away. We (5) had chosen (choose) to see the new comedy film with Bruce Law (6) before we got there, but it was sold out. We saw a drama film instead. I (7) had bought (buy) some popcorn (8) before I went into the cinema. I wanted caramel popcorn, but unfortunately I got the wrong flavour. The film was pretty good, but there was an annoying man in the house. He (9) had not/hadn't turned (not turn) off his mobile phone (10) before the film started. It rang loudly during the film and he talked on it for several minutes before the cinema staff came to scold him.

(11) After we (12) had left (leave) the cinema, the sun came out again. We decided to go for a walk. It was a good day.



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## Defining and non-defining relative clauses



**You are writing a biography about Tatyana McFadden, a disabled athlete. Complete the biography using defining or non-defining relative clause with the correct relative pronouns.**

Tatyana McFadden (1) , who was born in Russia, (born in Russia) is an American athlete (2) whose story has inspired many people (story has inspired many people) around the world. Tatyana (3) , whose birth mother abandoned her, (birth mother abandoned her) was born with a disorder (4) which/that paralyzed her from the waist down (paralyzed her from the waist down). While she was in an orphanage, Tatyana was adopted by an American woman (5) who/that was visiting Russia (was visiting Russia).

At a young age, Tatyana began to do many sports (6) which/that strengthened her muscles (strengthened her muscles), such as swimming, gymnastics and basketball. She became a great athlete and eventually joined the Paralympics (7) , which is a multi-sport event for athletes with disabilities, (a multi-sport event for athletes with disabilities) in 2004.

Tatyana (8) , whose adopted sister is also a disabled athlete, (adopted sister is also a disabled athlete) has become one of the best disabled athletes in the world. She won her first Paralympic Gold medal in the 2012 Games (9) , which was held in London (held in London). In the 2016 Games (10) , which took place in Rio, (took place in Rio) she won an amazing four gold medals.

Tatyana is also well-known as a marathon racer. In 2013, she became the first person to win all four of the major marathons (11) , which were held in Boston, Chicago, New York and London, (held in Boston, Chicago, New York and London) in the same year.

Tatyana is a person (12) who is well known as an advocate for the rights of disabled athletes (well known as an advocate for the rights of disabled athletes). In high school, she was a part of several lawsuits that fought for the rights of disabled athletes. She believes that anyone (13) who wants to compete in sports (wants to compete in sports) should be allowed to.

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### Consolidation



**You are writing a blog entry about your trip to an amusement park, but there are some mistakes. Underline the mistakes and write the correct words on the lines on the right. Put a (✓) if there is no mistake.**

Today, I had go to an amusement park with my friend Betty.  
We have made a timetable before our visit and  
prepare to enjoy a whole day of thrilling experience.  
Betty was very excited when I met her in the morning.  
She said that she has been looking forward to it for some  
time. We got on the bus early in the morning and made it to  
the park just before it opened. We went to the ticket office to  
get our tickets. The staff member whose gave us our tickets  
said that we may not be able to ride the cable car if the  
weather turned bad. Thankfully, the weather was beautiful  
all day. I had been to this amusement park twice since  
2015, but it never gets old. We take a lot of photos in the  
aquarium. We also saw some cute pandas. The baby  
pandas started to fall asleep before they had eaten the  
bamboo. A man was taking photos with flash. Then one of  
the staff said that we can't use flash there. After that, one of  
the keepers, which looked quite young, said that the  
pandas have to go back for a check-up. In the afternoon,  
we had ride some exciting roller coasters after we  
have finished lunch. Betty said that she enjoyed the rides  
a lot. She told me that she had never rode a roller coaster  
after. I just couldn't believe it!

- (1) went
- (2) had
- (3) prepared
- (4) ✓
- (5) had
- (6) ✓
- (7) ✓
- (8) who
- (9) might
- (10) ✓
- (11) have
- (12) took
- (13) ✓
- (14) after
- (15) ✓
- (16) couldn't/shouldn't
- (17) who
- (18) had
- (19) rode
- (20) had
- (21) ridden
- (22) before