

B2 ENGLISH

CHAPTER 1 Lesson 4

In this practice you will learn

B2 ENGLISH CHAPTER 1 Lesson 4 <i>Grammar: Modals and semi-modals (Unit 15-20)</i>		<i>Your Score</i>
❖ Unit 15: <i>Can, could, be able to</i> and <i>be allowed to</i>		/
❖ Unit 16: <i>Will, would</i> and <i>used to</i>		/
❖ Unit 17: <i>May</i> and <i>might</i>		/
❖ Unit 18: <i>Must</i> and <i>have (got) to</i>		/
❖ Unit 19: <i>Need(n't), don't need to</i> and <i>don't have to</i>		/
❖ Unit 20: <i>Should, ought to</i> and <i>had better</i>		/

Can, could, be able to and be allowed to

A Can, could and be able to: ability

Reminder → C1 – C7

We sometimes use **be able to** instead of **can** and **could** to talk about ability. We avoid **be able to** –

☆ when we talk about something that is happening as we speak:

- ☐ Watch me, Mum; I **can** stand on one leg.
(*not ... I'm able to stand on one leg.*)

☆ before passives:

- ☐ Films **can** now easily *be streamed* online. (*rather than* Films are now easily able to be streamed ...)

☆ when the meaning is 'know how to':

- ☐ **Can** you cook? (*rather than* Are you able to cook?)



B If we talk about a single achievement, rather than a general ability in the past, we usually use **be able to** rather than **could**. Compare:

- ☐ Sophie **could** play the flute quite well. (*or ... was able to ...*; a general ability) *and*
☐ She swam strongly and **was able to** cross the river easily, even though it was swollen by the heavy rain. (*not* She swam strongly and could cross ...; a specific achievement)

However, **could** is usually more natural than **be able to** –

☆ in negative sentences:

- ☐ I tried to get up but I **couldn't** move.

☆ with verbs of the senses, e.g. **feel**, **hear**, **see**, **smell**, **taste**, and with verbs of 'thinking', e.g. **believe**, **decide**, **remember**, **understand**:

- ☐ I **could** *remember* the crash, but nothing after that.

☆ after the phrases **the only thing / place / time**, and after **all** when it means 'the only thing':

- ☐ *All* we **could** see were his feet.

☆ to suggest that something almost didn't happen, particularly with **almost**, **hardly**, **just**, **nearly**:

- ☐ I **could** *nearly* touch the ceiling.

C Can and could: possibility

To talk about the theoretical possibility of something happening we use **could**, not **can**. However, we use **can**, not **could**, to say that something is possible and actually happens. Compare:

- ☐ It **could** be expensive to keep a cat. (= if we had one, it could or it may not be expensive) *and*
☐ It **can** be expensive to keep a cat. (= it can be, and it sometimes is)

We use **can't**, not **couldn't**, to say that something is theoretically or actually impossible:

- ☐ There **can't** be many people in the world who haven't watched television.
☐ The doctor **can't** see you this morning; he's busy at the hospital.

D We use **can** to indicate that there is a very real possibility of a future event happening. Using **could** suggests that something is less likely or that there is some doubt about it. Compare:

- ☐ We **can** stay with Jake in Oslo. (= we will be able to stay) *and*
☐ We **could** stay with Jake in Oslo. (= it's possible; if he's there)

E Could and be allowed to: permission

To say that in the past someone had *general* permission to do something – that is, to do it at any time – we can use either **could** or **was / were allowed to**. However, to talk about permission for one *particular* past action, we use **was / were allowed to**, but not **could**. Compare:

- ☐ Anyone **was allowed to** fish in the lake when the council owned it. (*or ... could fish ...*) *and*
☐ Although he didn't have a ticket, Ned **was allowed to** come in. (*not ... could come in.*)

In negative sentences, we can use either **couldn't** or **wasn't / weren't allowed to** to say that permission was not given in general or particular situations:

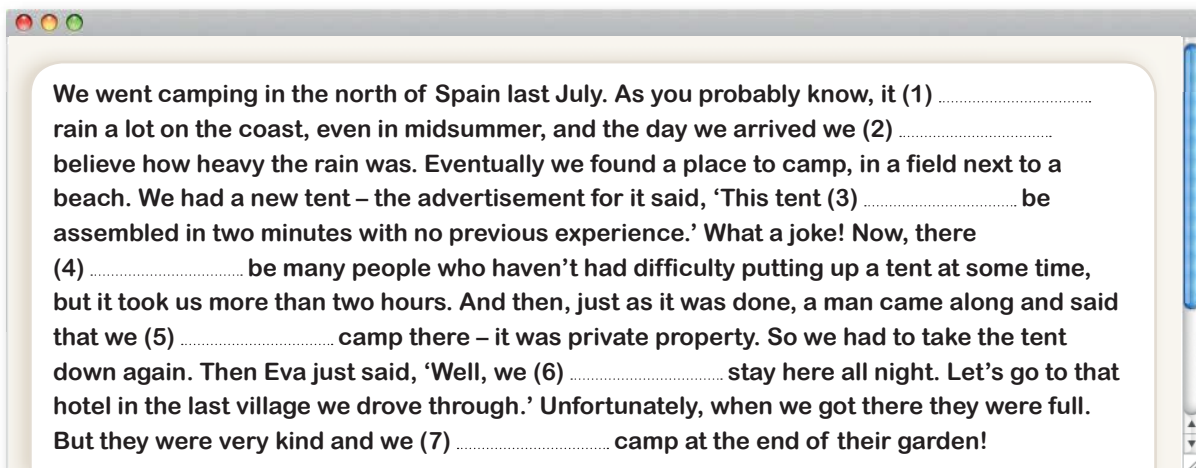
- ☐ I **couldn't** / **wasn't allowed to** open the present until my birthday.

15.1 Underline the correct or more natural option (or both if possible). A & B

- 1 Valuables *can / are able to* be left in the hotel safe. Please ask at the reception desk.
- 2 We *could / were able to* finish the hockey match before it started snowing too heavily.
- 3 The rebels *could / were able to* draw on the support of over 20,000 soldiers.
- 4 *Could you / Were you able to* understand Professor Larsen's lecture? I found it really difficult.
- 5 A: Do you want a game? B: Sorry, I *can't / 'm not able to* play chess.
- 6 Look at me, I *can / 'm able to* ride my bike without any help.
- 7 When the firefighters arrived they *could / were able to* put out the flames in a couple of minutes.
- 8 The air was so polluted in the city centre, I *could hardly / was hardly able to* breathe.
- 9 I knew Petra had been decorating. I *could / was able to* smell the paint when I came in.
- 10 *Can you / Are you able to* drive without your glasses?
- 11 No changes *can / are able to* be made to this rail ticket after purchase.
- 12 He *could / was able to* untie the ropes without the guards noticing.
- 13 She looked all over the house, but *couldn't / wasn't able to* find her keys anywhere.
- 14 I was very busy at work, but I *could / was able to* have a couple of days off last week.

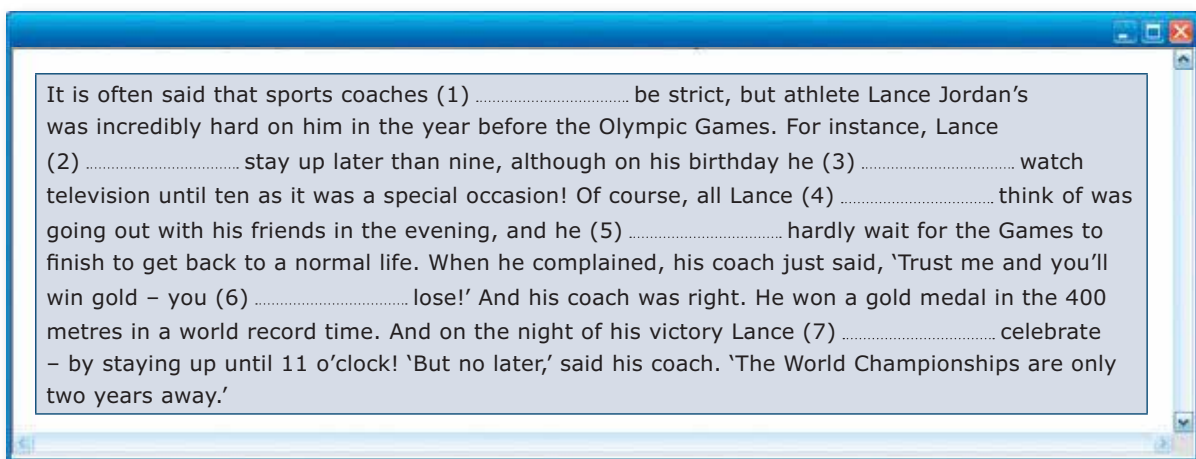
15.2 Complete these blog posts with *can*, *could* and *be allowed to* (or two forms if possible). Use negative forms where necessary. A–E

a



We went camping in the north of Spain last July. As you probably know, it (1) rain a lot on the coast, even in midsummer, and the day we arrived we (2) believe how heavy the rain was. Eventually we found a place to camp, in a field next to a beach. We had a new tent – the advertisement for it said, 'This tent (3) be assembled in two minutes with no previous experience.' What a joke! Now, there (4) be many people who haven't had difficulty putting up a tent at some time, but it took us more than two hours. And then, just as it was done, a man came along and said that we (5) camp there – it was private property. So we had to take the tent down again. Then Eva just said, 'Well, we (6) stay here all night. Let's go to that hotel in the last village we drove through.' Unfortunately, when we got there they were full. But they were very kind and we (7) camp at the end of their garden!

b



It is often said that sports coaches (1) be strict, but athlete Lance Jordan's was incredibly hard on him in the year before the Olympic Games. For instance, Lance (2) stay up later than nine, although on his birthday he (3) watch television until ten as it was a special occasion! Of course, all Lance (4) think of was going out with his friends in the evening, and he (5) hardly wait for the Games to finish to get back to a normal life. When he complained, his coach just said, 'Trust me and you'll win gold – you (6) lose!' And his coach was right. He won a gold medal in the 400 metres in a world record time. And on the night of his victory Lance (7) celebrate – by staying up until 11 o'clock! 'But no later,' said his coach. 'The World Championships are only two years away.'

Will, would and used to

A Will and would

Reminder → C8 – C14

We can use **will** (for the present) and **would** (for the past) to talk about –

☆ characteristic behaviour or habits:

- ☐ Every day Dan **will** come home from work and turn on the TV.
- ☐ At school she **would** always sit quietly and pay attention.

☆ things that are or were always true:

- ☐ Cold weather **will** kill certain plants.
- ☐ During the war, people **would** eat all kinds of things that we don't eat now.

(For the use of **will** to talk about the future, see [Unit 9](#).)

We don't use **will** or **would** in this way to talk about a *particular* occasion. Compare:

- ☐ Each time I gave him a problem he **would solve** it for me. *and*
- ☐ Last night I gave him a problem and he **solved** it for me. (*not* ... he would solve it ...)

However, we can use **will not (won't)** and **would not (wouldn't)** in either case. Compare:

- ☐ He **would / wouldn't** walk the five miles to his place of work. (characteristic behaviour) *and*
- ☐ She **wouldn't** say what was wrong when I asked her.

B In speech, we can stress **will** or **would** to criticise people's characteristic behaviour or habits:

- ☐ She just **won't** do the washing up when I ask her.
- ☐ I was happy when Ryan left. He **would** talk about people behind their backs.

We can also express disapproval of something they have done using **will**:

- ☐ 'I feel sick.' 'Well, if you **will** eat so much, I'm not surprised.'

C We can use **will** to draw conclusions or state assumptions about things that are the case now (see also [Unit 9B](#)):

- ☐ Martina **will** be at home by now. Let's go and see her.
- ☐ You **will** know that Ewan and Lucy are engaged. (= I assume you already know)

D Would and used to

When we talk about repeated events in the past that don't happen now we can use either **would** or **used to + infinitive**. However, we can use **would** only if the time reference is clear. Compare:

- ☐ We **used to play** in the garden. (*not* We would play ...; time reference not given) *and*
- ☐ Whenever we went to my uncle's house, we **would / used to play** in the garden.

We can use **used to** but not **would** when we talk about past states that have changed:

- ☐ The factory **used to** be over there.
- ☐ Didn't you **use to** have red hair?

We don't use either **used to** or **would** when we say exactly how many times in total something happened, how long something took, or that a single event happened at a given past time:

- ☐ We **visited** Switzerland four times during the 1990s. (*not* We would / used to visit ...)
- ☐ She **went** to Jamaica last month. (*not* She would / used to go to Jamaica last month.)

E Would / will have + past participle

To talk about an *unreal past* situation – that is, an imaginary situation or a situation that might have happened in the past, but didn't – we use **would have + past participle**:

- ☐ I **would have been** happy to see him, but I didn't have time.

However, to say that we think a past situation actually happened, we use **will have + past participle**:

- ☐ As it was cloudy, few people **will have seen** last night's lunar eclipse. (*rather than* ... would have seen ...)

16.1 Complete the doctor and patient speech bubbles using **will** or **would** followed by one of these verbs. If **will** or **would** are not possible, use a verb in the past simple. **A & C**

be cause exercise find have know sit spend

1 Most days I
eight hours or more in front of
my computer.

2 Yesterday I a
sharp pain in my lower back.

3 No, I'm not that fit now. When I
was at college, I
in the gym most days.

4 When I tried to stand I
..... that I couldn't
straighten up.



5 Over time poor posture
..... back pain.

6 Before computers came along,
people rarely
..... still for so long.

7 I'm sure you
about the need to take regular
breaks.

8 That probably
..... the result of
sitting badly.

16.2 If necessary, correct these sentences using **would** or **used to**. If neither **would** nor **used to** is correct, use a past simple verb form. **D**

- 1 I would enjoy studying Latin when I was at school.
- 2 Orwell would spend winters in Spain and summers in England.
- 3 We would live in a bungalow on the south coast, and then we moved to a flat in town.
- 4 You used to teach at Halston University, didn't you?
- 5 On Saturdays and Sundays the ferry used to take tourists across to the island.
- 6 The committee would meet four times last week, but still no decision has been reached.

16.3 Complete these sentences with **will have** or **would have** and the past participle of one of these verbs. **E**

approve buy hear hurt notice prefer watch

- 1 According to official figures, over half the population
the final of the song contest on TV last night.
- 2 I enjoyed the exhibition – but I don't think my grandmother
of it.
- 3 I don't think the dog anyone, but I was still glad when the
owner took it away.
- 4 I'm sure by now you about yesterday's robbery at the supermarket.
- 5 The train journey was quite comfortable, although I to fly.
- 6 Regular readers the return of a popular feature to our website.
- 7 A: Did you like the present Justin gave you for your birthday? B: Well, an umbrella stand isn't
something I myself, but I suppose it might be useful.

16.4 Complete B's responses below to show criticism or disapproval. **B**

- 1 A: I think I'm putting on weight. B: Well, if you
- 2 A: I've got a headache. B: Well, if you
- 3 A: I'm really hot. B: Well, if you

May and might

- A** **May** and **might** often have a similar meaning when we talk about possibility. Reminder → C15 – C19
- However, we prefer **may** in academic or formal language to talk about characteristics or behaviour:
- ☐ The seeds from the plant **may** grow up to 20 centimetres in length.
- and in speech we prefer **might** to say what we will possibly do in the future:
- ☐ I **might** paint the kitchen purple.
- B** We don't use **may** to ask questions about the possibility of something happening. Instead we use, for example, **could(n't)** or the phrase **be likely**:
- ☐ **Could** it be that you don't want to leave? (*not* May it be that you ...?)
 - ☐ **Are you likely** to be in Spain again this summer? (*not* May you be in Spain ...?)
- It is possible to use **might** in this type of question, but it is rather formal:
- ☐ **Might** they be persuaded to change their minds?
- Note that we can use **may** in formally asking for permission and offering help:
- ☐ **May** I leave now?
 - ☐ **May** I help you?
- C** **Might** (not 'may') + **bare infinitive** is sometimes used to talk about what was *typically* the case in the past. This is a formal or literary use:
- ☐ During the war, the police **might** *arrest* you for criticising the government.
 - ☐ Years ago children **might** *be sent* down mines at the age of six. (passive form)
- We can also use **could** + **bare infinitive** in examples like this to talk about past ability (see [Unit 15](#)). For example, 'During the war, the police could arrest you ...' means that the police were legally able to arrest you.
- D** When we say that a person or thing compensates to some extent for a limitation or weakness by having another characteristic, we can use a pattern with **may / might not + bare infinitive ... but ...** or **may / might not have + past participle ... but ...**:
- ☐ The painting **may not** *be* a masterpiece, **but** the colours are remarkable.
 - ☐ She **might not** *have danced* very gracefully, **but** she had a lot of energy and enthusiasm.
- E** We use **may / might** (not 'can') + **have + past participle** and **may / might** (not 'can') + **be + -ing** to talk about possible events in the past, present and future:
- ☐ Do you think Laura **may / might have completed** the report by now? (past)
 - ☐ His maths **may / might have improved** by the time the exam comes round. (future)
 - ☐ Marco isn't in his office. He **may / might be working** at home today. (present)
 - ☐ When I go to Vienna I **may / might be staying** with Max, but I'm not sure yet. (future)
- Note that **could** can be used in these sentences instead of **may** or **might**:
- ☐ Do you think Laura **could have completed** the report by now?
- We can use **may / might have been + -ing** to talk about possible situations or activities that went on over a period of past time:
- ☐ Callum didn't know where the ball was, but he thought his sister **might have been playing** with it before she left for school.

17.1 Complete the sentences with either **may** or **might**, whichever is more likely. If neither is possible, use an alternative. **A & B**

- We go to Majorca for our holiday this summer.
- The planet Venus be seen clearly in the night sky this month.
- you see Yasemin this weekend?
- I feel really sore after playing tennis. I think I have a bath.
- A: Someone's left their coat. B: it be Nadia's?
- Exceeding the stated dose cause drowsiness.

17.2 Underline the correct answer. **C & E**

- You should have come dancing. You *might have enjoyed* / *might enjoy* it.
- She *might have tried* / *might have been trying* to get a book off the top shelf when she fell.
- Dr Carter *might have come* / *might be coming* over this evening, so can you tidy the house up a bit?
- As recently as the 1950s, employers *might be requiring* / *might require* a woman to leave her job when she got married.
- I've been offered a new job, so I *may be moving* / *may have moved* to Dubai.
- Why not come and see us in March? The weather *may have been improving* / *may have improved* by then.
- During the riots of the 1960s, people *might be imprisoned* / *may be imprisoned* simply for being on the streets.
- He said he was in a lot of pain, but he *may have been exaggerating* / *may exaggerate*.
- In the past, left-handed children *might be punishing* / *might be punished* for not holding a pen in their right hand.
- I *may have told* / *may tell* you this before. I can't remember.

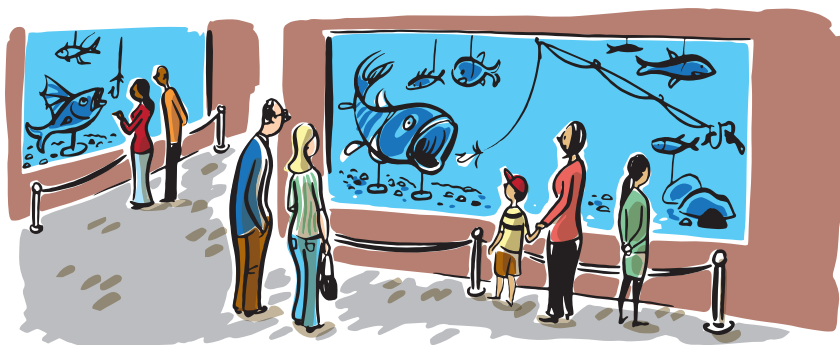
17.3 Complete these sentences in any appropriate way. **D**

- He may not be the best singer in the world, but
- Hugh's old car might not be terribly comfortable, but
- Her English grammar may not be very accurate, but

Now expand these notes to complete the sentences below.

sound / exciting agree / him express / feelings openly ~~work / quickly~~

- He may / might not work very quickly but at least he's very reliable.
-, but his opinions on music make you think.
-, but she is really very fond of you.
-, but the new museum of fishing is actually very good.



Must and have (got) to

A

We use **must** and **must not** in formal rules and regulations and in warnings:

Reminder → C20–C24

- ☐ Bookings **must** be made at least seven days before departure.
- ☐ The government **must not** be allowed to appoint judges.

In spoken English we often use **must** and **mustn't** (= must not) to propose a future arrangement, such as a meeting or social event, without making detailed plans:

- ☐ We **must** get together more often.
- ☐ We **mustn't** leave it so long next time.

We can also use **I must** ... to remind ourselves to do something:

- ☐ **I must** charge my phone. I meant to do it yesterday, but I forgot.

B

To draw a conclusion about –

☆ something that happened in the past we use **must + have + past participle**:

- ☐ That's not Clara's car. She **must have borrowed** it from her parents.

☆ something happening at or around the time of speaking we use **must be + -ing**:

- ☐ I can't hear a noise. You **must be imagining** things.

☆ something that is likely to happen in the future we use **must be going to** or **must be + -ing**:

- ☐ 'What are all those workmen doing?' 'I think they **must be going to** dig up the road.'
- ☐ I was wrong about the meeting being today. It **must be happening** next Friday.

☆ a present situation we use **must be**, or **have (got) to be** in informal speech:

- ☐ Their goalkeeper **has got to be** at least two metres tall! (or ... **must be** ...)

We can use **must have to** to say that we conclude something based on what we know about a present situation and **must have had to** to conclude something about a past situation:

- ☐ I can't access the database. You **must have to put in** a password. (= a password is necessary)
- ☐ Matt wasn't at home when I went round. He **must have had to go** out unexpectedly.

Note that we can't say 'must've (got) to' but we can say **must've had to**.

C

In questions that hope for or expect a negative answer we prefer **have (got) to**, although in formal contexts **must** is sometimes used:

- ☐ **Do we have to** answer all the questions? (or **Have we got to** ...?; formally **Must we** ...?)

We use **have to** in questions that imply a criticism. **Must** can also be used, although some people think this is rather old-fashioned. We usually stress **have** and **must** in sentences like this:

- ☐ **Do you have to** play your trumpet here? It's deafening! (formally **Must** you play ...?)

D

Sometimes we can use either **have to** or **have got to**. However –

☆ we use **have to** with frequency adverbs:

- ☐ I **often have to** work at the weekend to get everything done.

Also: **always, never, normally, rarely, sometimes**, etc.

☆ with the past simple we use **had to** especially in questions and negative sentences:

- ☐ When **did you have to** give it back? (*not* When had you got to give it back?)
- ☐ We **didn't have to** wait too long for an answer. (*not* We hadn't got to wait too long ...)

☆ if **have** is contracted (e.g. I've, He's, It'd) then we must include **got**:

- ☐ I need a new pair of shoes, and they've **got to** be blue. (*not* ... they've to be ...)

☆ we don't use **have got to** with other modal verbs:

- ☐ Motorists *will* **have to** wait until next year to use the bridge. (*not* Motorists will have got to wait ...)

Note also that **have got to** is often preferred in informal speech.

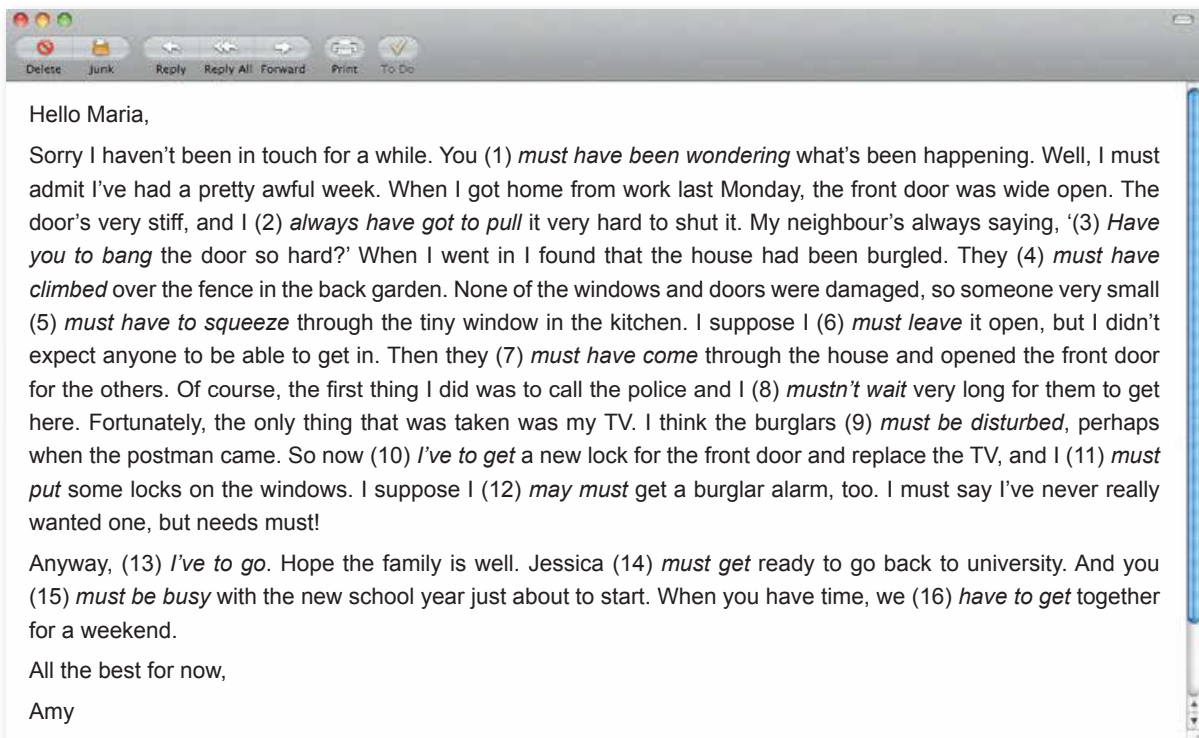
18.1 Complete the sentences with one of these forms: **must have + past participle; must + bare infinitive; must be + -ing; or must have (had) to**. Use the verbs given. **B**

- When I left my laptop on the train I thought I'd never see it again. But someone it and handed it in to the lost property office. (*find*)
- Luisa owns a big car and a yacht. She incredibly rich. (*be*)
- A: Everyone's going into the hall. B: The meeting soon. Let's go. (*start*)
- Without things like washing machines and dishwashers our grandparents much harder in the kitchen than we do today. (*work*)
- I didn't think Rob was coming to the meeting. He his mind. (*change*)
- A: I wonder how you get past security.
B: I suppose you some form of ID. (*show*)
- A: I thought Paul would be home.
B: He Lotta to work. He said he would. (*take*)
- Look at all those birds. There at least a thousand of them. (*be*)

18.2 Write new sentences with a similar meaning. Use **have / has got to** where possible or preferable; if not, use **have / has to**. **D**

- It is necessary to do all of this photocopying before lunchtime.
All of this photocopying has got to be done / has to be done before lunchtime ...
- It is rarely necessary to ask Hannah to tidy her room. *Hannah ...*
- Is it necessary for us to hand in the homework tomorrow? *Have ...*
- It wasn't necessary for me to go to the hospital after all. *I ...*
- Was it necessary for Ben to go alone? *Did ...*
- It is sometimes necessary for Adam to start work at 6:30. *Adam ...*
- It is necessary to extend the college to accommodate the new students. *The college ...*
- It may be necessary to cancel our holiday because my mother is ill. *We ...*

18.3 If necessary, correct the italicised parts of this email message. **A-D**



Delete Junk Reply Reply All Forward Print To Do

Hello Maria,

Sorry I haven't been in touch for a while. You (1) *must have been wondering* what's been happening. Well, I must admit I've had a pretty awful week. When I got home from work last Monday, the front door was wide open. The door's very stiff, and I (2) *always have got to pull* it very hard to shut it. My neighbour's always saying, '(3) *Have you to bang* the door so hard?' When I went in I found that the house had been burgled. They (4) *must have climbed* over the fence in the back garden. None of the windows and doors were damaged, so someone very small (5) *must have to squeeze* through the tiny window in the kitchen. I suppose I (6) *must leave* it open, but I didn't expect anyone to be able to get in. Then they (7) *must have come* through the house and opened the front door for the others. Of course, the first thing I did was to call the police and I (8) *mustn't wait* very long for them to get here. Fortunately, the only thing that was taken was my TV. I think the burglars (9) *must be disturbed*, perhaps when the postman came. So now (10) *I've to get* a new lock for the front door and replace the TV, and I (11) *must put* some locks on the windows. I suppose I (12) *may must* get a burglar alarm, too. I must say I've never really wanted one, but needs must!

Anyway, (13) *I've to go*. Hope the family is well. Jessica (14) *must get* ready to go back to university. And you (15) *must be busy* with the new school year just about to start. When you have time, we (16) *have to get* together for a weekend.

All the best for now,

Amy

Can you find three other common expressions with **must**?

Need(n't), don't need to and don't have to

A

We can use **need** as an ordinary or a modal verb (followed by a bare infinitive). As a modal verb it doesn't change its tense and doesn't add '-s' for the third person singular. Compare:

Reminder → C25–C28

- ☐ I **needed** to leave early. or ☐ She's thirsty. She **needs** a drink. (= ordinary verb) *and*
- ☐ You **needn't** *speak* so loudly. (= modal verb)

When it is a modal verb **need** is most commonly used in negative sentences:

- ☐ I've already cleaned the car so you **needn't** *bother* to do it.
- ☐ I was very nervous before the interview, but I **needn't** *have worried* – I got the job!

Other verbs often used with need not (needn't): apply, concern, fear, involve, mean, panic

It is sometimes used in questions, but we prefer to use **need** as an ordinary verb or **have to**:

- ☐ **Need** you **go** so soon? (= modal verb; less common and rather formal)
- ☐ **Do** you **need to go** so soon? (= ordinary verb) or ☐ **Do** you **have to go** so soon?

It is rarely used in affirmative sentences (that is, not questions or negatives), but is sometimes found in written English, particularly in fiction:

- ☐ We **need** *have* no fear for Nicole, she can take care of herself.

In other styles of formal written English it is used in this way with negative words such as **hardly**, **never**, **nobody** / **no one**, and **only**:

- ☐ The changes **need** *only* be small to make the proposals acceptable. (*less formally* The changes only need to be ...)
- ☐ *Nobody* ever **need** know about the money. (*less formally* Nobody ever needs to know ...)
- ☐ 'I don't want my parents to know.' 'They **need** *never* find out.' (*less formally* They never need to find out.)

B

To give permission not to do something we can use either **needn't** or **don't need to**:

- ☐ You **needn't** *cut* the grass, I'll do it later. (or You **don't need to** *cut* the grass ...)

To talk about a general necessity, we prefer **don't need to**:

- ☐ You **don't need to be** over 18 to get into a nightclub. (*rather than* You needn't be ...)

C

We can often use either **needn't** or **don't have to** with little difference in meaning to say that it is unnecessary to do something:

- ☐ You **needn't** whisper. Nobody can hear us. (or You **don't have to** ...)

However, some people prefer **needn't** when it is the speaker who decides the lack of necessity, and **don't have to** when somebody else or external rules make something unnecessary. Compare:

- ☐ As you worked late yesterday you **needn't** come in until ten tomorrow morning. (the speaker's decision) *and*
- ☐ We've been told that we **don't have to** be at work until ten tomorrow. (reporting someone else's decision.)

D

We can use **needn't** (or **don't have to**) to say that something is not necessarily true. We don't use **mustn't** in this way (see also [Unit 18C](#)):

- ☐ Volcanoes **needn't** erupt constantly to be classified as 'active'. (or Volcanoes **don't have to** erupt ...; *not* Volcanoes **mustn't** erupt ...)
- ☐ Nowadays it **needn't** cost a fortune to own an e-book reader. (or Nowadays it **doesn't have to** cost ...; *not* Nowadays it **mustn't** cost ...)

- 19.1** Match the sentence beginnings and ends. Join them with **needn't** and the bare infinitive of one of the verbs from the box. **A**

bother change concern panic worry

- | | |
|---|---------------------------------------|
| 1 I'll give you a lift to the station so you ... | ... the details on the form. |
| 2 The questions are in the book so you ... | ... yourself with viruses. |
| 3 All the windows have screens so you ... | ... to copy them down. |
| 4 Our software provides full computer security so you ... | ... about booking a taxi. |
| 5 The new tax laws don't come into force until next year so you ... | ... about being bitten by mosquitoes. |

- 19.2** Rewrite the following in a formal style using **need**. **A**

- It is hardly necessary for us to remind you that the money is now due.
We need hardly remind you that the money is now due.
- It is only necessary for us to look at the rainfall figures to see the seriousness of the problem.
- With such a lead in the opinion polls it is hardly necessary for the Democrats to bother campaigning before the election.
- It is not necessary for anyone to know who paid the ransom to the kidnappers.
- After such a huge lottery win, it is not necessary for him to work again.

- 19.3** Underline the more likely option. If the options are equally likely, underline them both. **B**

- In most developed countries, people *needn't / don't need to* boil water before they drink it.
- You *needn't / don't need to* walk. I'll give you a lift.
- I'll email a summary of the lecture so you *needn't / don't need to* take notes.
- You *needn't / don't need to* have a university degree to become a police officer.
- You *needn't / don't need to* buy me a birthday present.
- In most cities you *needn't / don't need to* pay to get into the galleries and museums.

- 19.4** Correct any mistakes in the extracts from a speech made by the managing director of a company to her employees. **A-D**



- You needn't to worry about losing your jobs.
- Need we make any changes in company policy?
- Changes in technology mustn't be a problem, but in fact provide opportunities.
- I don't have to remind you that we are competing with two other companies.
- I need hardly to tell you how important it is that we get this order.
- You don't have to cancel your holiday plans.
- We mustn't allow our rate of production to drop.
- The present financial difficulties mustn't mean that people will lose their jobs.

Should, ought to and had better

- A** We can often use either **should** or **ought to** to talk about obligations and recommendations (e.g. You **should** / **ought to** finish your homework before you go out) and probability (e.g. It **should** / **ought to** be ready by now) although in general **should** is used more frequently. **Ought to** is used particularly in speech and most often to talk about obligation rather than probability.

Reminder → C29–C32

When we conclude, on the basis of some evidence we have, that something is certain or very likely we can use **must** (see Unit 18) but not **should** / **ought to**:

- ☐ It's the third time she's been skating this week. She **must** really enjoy it.

Note also the following details –

- ☆ we prefer **should** when we say what an outside authority recommends:
 - ☐ The manual says that the computer **should** be disconnected from the power supply before the cover is removed. (*rather than ... ought to be disconnected ...*)
- ☆ we use **should** (or **would**), not **ought to**, when we give advice with I ...:
 - ☐ I **should** leave early tomorrow, if I were you. (*or I would leave ...; or I'd leave ...*)
- ☆ we prefer **should** in questions, particularly **wh-questions**:
 - ☐ What **should** I do if I have any problems?
 - ☐ **Should** I ring you at home?

- B** We use **should** / **ought to** + **have** + **past participle** to talk about something that didn't happen in the past and we are sorry that it didn't:

- ☐ We **should** / **ought to have waited** for the rain to stop. (I'm sorry we didn't)

We often use this pattern to indicate some regret or criticism and the negative forms **shouldn't** / **oughtn't to have** are almost always used in this way.

We also use **should** / **ought to** + **have** + **past participle** to talk about an expectation that something happened, has happened, or will happen:

- ☐ If the flight was on time, he **should** / **ought to have arrived** in Jakarta early this morning.

- C** We can use **should** in questions that are offers or that request confirmation or advice:

- ☐ **Should** I phone for a taxi for you?
- ☐ Who **should** I pass the message to?

Note that in sentences like these we can also use **shall** with a very similar meaning.

Compare the use of **shall** and **should** in sentences such as the following, where 'I shall' means 'I intend to' and 'I should' means 'I ought to':

- ☐ I **shall** read the script on the train tomorrow. (*or I'll read ...*) *and*
- ☐ I **should** read the script on the train tomorrow but I know that I'll be too tired.

- D** We can use **had better** instead of **should** / **ought to**, especially in spoken English, to say that we think it is a good idea to do something:

- ☐ If you're not well, you'd **better** ask Clare to go instead. (*or ... you should / ought to ...*)

although we don't use it to talk about the past or to make general comments:

- ☐ You **should** / **ought to** have caught a later train. (*not* You had better have caught ...)
- ☐ I don't think parents **should** / **ought to** give children sweets. (*not* ... parents had better give ...)

We prefer **had better** if we want to express particular urgency or in demands and threats:

- ☐ There's someone moving about downstairs. We'd **better** call the police, quickly.

Note that the negative form is **had better not**, and in questions the subject comes after **had**:

- ☐ He'd **better not** be late again or he'll be in trouble.
- ☐ **Had** we **better** get a taxi? (*or Should we get ...?*)

- 20.1** Complete these sentences with **should / ought to + infinitive** (active), **should / ought to be + past participle** (passive), or **should / ought to have + past participle** using each of the verbs from the box once only. **A & B**

answer arrive be go put remove resign send wear win

- 1 Thomas is running so well at the moment that he the 800 metres easily.
- 2 Where the cheese? In the fridge?
- 3 The tickets a couple of weeks before we go on holiday.
- 4 Payment for the full amount with this application form.
- 5 All packaging before switching on the printer for the first time.
- 6 It's important to look smart at the interview. You a suit.
- 7 There are many people who think the President years ago.
- 8 we the questions in English or in French?
- 9 If you want my advice, I by train rather than car.
- 10 I can't imagine what's happened to Nadia. She here by now.

- 20.2** In which sentences can you use **should** or **must** and in which can you only use **must**? Where both are possible, consider the difference between **should** and **must**. **A**

- 1 A timetable be set for withdrawing the army.
- 2 Lev isn't home yet. He have been held up at work.
- 3 A: I wonder how old Louis is?
B: Well, he went to school with my mother, so he be well over 50.
- 4 If you smell gas, you phone the emergency number.
- 5 You try to visit Nepal – it's a beautiful country.
- 6 A: I know I'm always complaining that my house is small, but it's very convenient for work.
B: Yes, it be handy living so close to your office.

- 20.3** If necessary correct these conversations using **should / ought to, must, shall, or had better**, or write ✓. **A, C & D**

- 1 A: There's something wrong with David's computer yet again.
B: He should wish he'd never bought it.
- 2 A: The next meeting's on 3rd April.
B: I'd better make a note of that, or I'll forget.
- 3 A: Have you put on weight recently?
B: Yes. I shall do more exercise, but I never seem to have time.
- 4 A: The children from next door have been throwing stones at our windows.
B: Well, they shouldn't do it again, otherwise I'll call the police.
- 5 A: I'm freezing.
B: You'd better have worn a thicker coat.
- 6 A: Businesses had better not be allowed to give money to political parties.
B: I totally agree.
- 7 A: When have we got to be in Bristol?
B: By four. I think we'd better get started.
- 8 A: Do you want to go out for lunch?
B: Well, I should be revising for my maths exam ... but okay.
- 9 A: I've looked all over the house and can't find the keys.
B: Well, if they're not here, they must still be in the car.
- 10 A: It's so expensive to park here.
B: Yes, I don't think people had better pay to park at work at all.

