

Part 6 - Focused Practice - Word Forms and Verb Tenses

Instructions: Read the texts and mark the best answer for each blank in **bold**. Do NOT delete the incorrect answers. When you finish, [CLICK HERE](#) to check the answer key.

Questions 1 to 8 refer to the following article.

The Caribbean Single Market and Economy (CSME) **[1]** _____ the free flow of labor, goods, services, and

- a) involves
- b) involving
- c) involve
- d) involved

[2] _____ among participating Caribbean Community (CARICOM) member nations. The **[3]** _____ of this

- a) capital
- b) capitalize
- c) capitalist
- d) capitalization

 - a) emerge
 - b) emergent
 - c) emergence
 - d) emerged

single market means that legal and **[4]** _____ restrictions affecting trade, labor, and technology within the

- a) administer
- b) administrator
- c) administrative
- d) administrate

CARICOM region may become a thing of the past. One of the greatest advantages of the agreement is that it will encourage regional trade. Furthermore, it **[5]** _____ CARICOM nations to negotiate as a single entity.

- a) was allowed
- b) allowed
- c) allow
- d) will allow

This will provide them a better opportunity to influence policies concerning global trade. Perhaps the region may soon **[6]** _____ a force in world trade negotiations. The biggest question about the agreement is

- a) become
- b) became
- c) becoming
- d) becomes

whether its existing businesses and workforce can **[7]** _____ the increased competition when more

- a) survive
- b) survivor
- c) survival
- d) surviving

companies that are successful **[8]** _____ enter the local market.

- a) international
- b) internationalize
- c) internationally
- d) internationalism

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Questions 1 to 7 refer to the following article.

Several years ago, three Purdue University students entered a contest which was sponsored by the Indiana Soybean Council to develop new uses for soybeans. They molded oil from the beans into crayons. The council [1] _____ these prototypes to a company in Florida that makes crayons.

- a) takes
- b) has taken
- c) took
- d) had taken

At that time, all crayons [2] _____ from petroleum-based paraffin wax. "Our director of marketing saw the

- a) were making
- b) were made
- c) made
- d) have been made

potential for an environmentally [3] _____ crayon," said corporate representative Rick Joyce. After

- a) friendship
- b) friend
- c) friendly
- d) friendless

spending one year and \$2 million to make the bean-based crayon firmer and less [4] _____ than the

- a) breaking
- b) unbreakable
- c) unbroken
- d) breakable

prototype, the company also found that the new crayon made a smoother, more solid line on paper than its petroleum-based [5]_____ and is less prone to flaking. "We [6]_____ up with a crayon that is not only

a) competitive	a) wound
b) competitively	b) winding
c) compete	c) were wound
d) competitor	d) wind

good for the environment but also a better product," Joyce said. "This could [7] _____ increase our profits."

- a) significance
- b) significantly
- c) significant
- d) signified

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Questions 1 to 9 refer to the following email.

Date: Mon, 14 May 2021
Subject: Appointment to finalize cleaning contract

From: "Jennifer Sagrilla" <sagrilla@atlassolutions.com>
To: "Stew Donaldson" <donaldson@astonmgmnt.com>

Hello Mr. Donaldson,

I want to let you know how much I appreciate your letting me meet with you and your associates on Monday. I [1] _____ you have had time to look over our proposal to provide comprehensive cleaning services for the

- a) will hope
- b) hope
- c) hoped
- d) to hope

Linslade Office Complex that I [2] _____ you on Monday. As I mentioned when we [3] _____, we take

- a) have brought
- b) brought
- c) am brining
- d) will bring

- a) met
- b) meeting
- c) meet
- d) were met

extra care to ensure that your office suites receive the finest services possible. Our team of supervisors [4] _____ evaluate the products and techniques that we use and [5] _____ the work done by our cleaning

- a) constantly
- b) constancy
- c) constantly
- d) constants

- a) inspectors
- b) inspect
- c) inspection
- d) inspected

staff. What's more, they check with your office tenants on a biweekly basis to make sure that the work is being done to their [6] _____. please feel free to check with anyone on the list of references that I provided

- a) satisfaction
- b) satisfactorily
- c) satisfied
- d) satisfactory

you with. I am [7] _____ that all our corporate clients are pleased with our work. I hope that I have

- a) certain
- b) certainty
- c) certainly
- d) ascertain

convinced you that we have the talent and [8] _____ to vacuum, mop, wax, dust, and buff your complex

- a) enthusiastic
- b) enthused
- c) enthusiasm
- d) enthusiastically

cleaner than any other firm. I'd like to stop by with a contract sometime later this week, if possible, so that we can start brightening the office environment at Linslade Office Complex on the first of next month. I'm [9] _____ forward to hearing from you soon!

- a) looking
- b) look
- c) looked
- d) to look

Jennifer Sagrilla
General Manager, *Atlas Cleaning Solutions*

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Now that you have finished,[CLICK HERE](#) to check the answer key.