

VERB FORMS

I. Bare infinitive : (bare) động từ nguyên mẫu không to

1. Sau modal verbs (động từ khiếm khuyết)
2. Sau auxiliary verbs: do, does, did
3. Sau make, let, help (sau help có thể có To inf)
Passive voice → dùng to inf theo sau. Trừ let
4. Sau động từ chỉ giác quan: (verbs of perception): **see, hear, smell, feel, taste, watch, notice...**
$$S + V + O \left\{ \begin{array}{l} V(\text{bare}) \rightarrow \text{hành động đã xong} \\ V(\text{ing}) \rightarrow \text{hành động đang diễn ra} \end{array} \right.$$
5. Sau had better (nên), would rather (thà thì hơn), had sooner.
6. Sau thành ngữ : to do nothing but + V(bare) : không làm gì cả mà chỉ.
can not but + V(bare): không còn cách nào khác.
7. Causative form (Thử sai khiến):
S + have + O (chỉ người) + V(bare).
8. Bắt đầu câu mệnh lệnh: (imperative)

II. To infinitive (V1) động từ nguyên mẫu có To

1. Làm subject → V(sing) (review formal subject)
2. Làm object of verb : S + V + to inf (as an object)
3. Làm bổ ngữ cho tân ngữ (object complement)
S + V + O + to infinitive
4. Làm adjective → rút gọn adjective clause (relative clause) đứng sau danh từ (rút gọn mệnh đề quan hệ có modal verb hoặc trước danh từ của mệnh đề quan hệ có *the first, the second, ... , the last, the only*)
5. Làm adverb ⇒ rút gọn : adverbial clause of result : đứng sau adj
Rút gọn: adverbial clause of purpose: chỉ mục đích
5a. Rút gọn clause of result:
S + V + so + adj/ adv + that + S + V
S + V + such + (a/an) + (adj) + noun + that + S + V
quá... đến nỗi mà...
theo công thức sau (phrase of result):
S + V + too adj/ adv (+ for + O) + to inf
quá... đến nỗi không thể...
S + V + adj/ adv enough (+ for + O) + to inf
enough + noun
đủ... để...
5b. Rút gọn : clause of purpose theo mẫu sau (phrase of purpose)
$$S + V + \left\{ \begin{array}{l} \text{to inf} \\ \text{in order for object to inf} \\ \text{so as to inf} \end{array} \right.$$
6. It + take + (O) + time + to inf
7. Causative form: S+ get + O (chỉ người) + to inf
8. Sau một số động từ sau đây:

8a. Những động từ sau đây, theo sau là to infinitive : S + V + to inf

1. afford	: cung cấp đủ	19. learn	: học
2. agree	: đồng ý	20. manage	: xoay xử
3. appear	: có vẻ	21. mean	: muốn
4. arrange	: sắp xếp	22. offer	: mời
5. ask	: hỏi	23. plan	: dự định, kế hoạch
6. attempt	: cố gắng	24. prepare	: chuẩn bị
7. beg	: đề nghị, xin	25. pretend	: giả vờ
8. care	: quan tâm	26. promise	: hứa

9. claim : cho là, tuyên bố	27. refuse : từ chối
10. consent : đồng ý, tán thành	28. seem : dường như
11. decide : quyết định	29. struggle : đấu tranh, cố gắng
12. demand : yêu cầu	30. swear : thề
13. deserve : xứng đáng	31. threaten : dọa
14. expect : trông đợi	32. tend : có khuynh hướng
15. dare : dám	33. volunteer : tình nguyện, xung phong
16. fail : thất bại	34. wait : đợi
17. hesitate : ngập ngừng	35. wish : ao ước
18. hope : hy vọng	

8b. Những động từ sau đây, theo sau là Obj + to inf: S + V + O + to inf

1. appoint : chỉ định ai làm gì	18. instruct : chỉ dẫn
2. ask : hỏi, đòi hỏi	19. invite : mời
3. beg : năn nỉ, xin	20. order : ra lệnh
4. cause : gây ra	21. persuade : thuyết phục
5. challenge : thách thức, thách đố	22. provoke : xúi giục
6. charge : giao nhiệm vụ	23. remind : nhắc nhở
7. choose : lựa chọn	24. require/ request : yêu cầu
8. compel : cưỡng bách	25. tell : bảo
9. convince : thuyết phục	26. tempt : cám dỗ
10. dare : dám	27. urge : thúc giục, thuyết phục
11. defy : thách	28. warn : cảnh báo
12. desire : ao ước, thèm thuồng	29. would like : thích
13. direct : hướng dẫn, chỉ huy	30. would prefer : thích
14. expect : trông đợi	31. teach, explain, know, understand, discover, consider, think, believe... + how + to inf : Chỉ cách thức
15. force : bắt buộc	
16. hire : thuê, mướn	
17. implore : yêu cầu	

III. Gerund (V-ing): Danh động từ:

A. Gerund as a noun (subj, obj, complement & appositive)

1. Làm chủ ngữ → V(sing) → (real subject & informal subject)

2. Làm tân ngữ → Object of verb : S + V + V- ing (gerund)
 ↙ Object of preposition → sau giới từ + V-ing

3. Làm subject complement:

Ex: My hobby is swimming (gerund)

4. Làm appositive (ngữ đồng vị)

Ex: My hobby, swimming makes me healthy.

5. Đứng sau thành ngữ:

it is no use, it is no good: không ích gì
 there is no use, there is no good, there's no point in: vô ích
 can't stand / bear / help: không thể chịu được
 look forward to: mong đợi
 be used to: quen với
 get used to: dần quen với
 have difficulty (in): gặp khó khăn
 have trouble: gặp rắc rối

6. Sau hai tính từ: busy, worth

B. Gerund as a verb : có object hoặc được bỏ nghĩa bởi một trạng từ

1. admit + V-ing/ admit to + V-ing: thừa nhận	20. involve : làm liên lụy
2. anticipate : tiên đoán	21. include : bao gồm
3. appreciate : đánh giá cao	22. keep : tiếp tục
4. avoid : tránh	23. like/ love : thích
5. complete : hoàn thành	24. mention : nhắc tới, đề cập tới
6. delay : trì hoãn	25. mind : phiền
	26. miss : nhớ, lỡ, mất

7. dread : sợ	27. postpone : đình, hoãn.
8. detest : ghét	28. prevent : ngăn cản
9. discuss : thảo luận	29. practise : luyện tập
10. dislike : không thích	30. recall : gọi lại, nhớ lại.
12. deny : phủ nhận	31. recollect : gọi lại.
12. feel like : thích	32. resent : tức giận, phật ý.
13. enjoy : thưởng thức	33. resist : cưỡng lại, phản kháng.
14. excuse : xin lỗi	34. risk : liều lĩnh.
15. finish : hoàn thành	35. start : (hoặc To inf)
16. forgive : tha thứ	36. suggest : đề nghị
17. fancy : thích	37. tolerate : bỏ qua
18. hate : ghét	38. understand : hiểu
19. imagine : tưởng tượng	39. restrict : hạn chế, giảm bớt, ngăn ngừa.

IV. V-ing or to infinitive

1. **begin, start, continue, intend, bother, propose, cease** + to inf /V-ing

Note: Không dùng hai động từ dạng -ing cùng nhau

2. **forget, remember, regret:**
 → + to inf → chỉ tương lai (quên/ nhớ/ hối tiếc để làm gì)
 → + V-ing → chỉ quá khứ (quên/ nhớ/ hối tiếc đã làm gì)

3. **stop**
 → to infinitive → ngừng việc đang làm để làm việc khác
 → V-ing : → ngừng việc đang làm (ngừng hẳn)

4. **try**
 → to infinitive : cố gắng
 → V-ing : thử

5. **need, want, require**
 → to inf : mang nghĩa chủ động
 → V-ing : mang nghĩa bị động (need+ to be + PP)

6. **would you mind** + V-ing?

would you mind if + S + Vpast Subjunctive ...?

7. **advise (khuyến), allow (cho phép), permit (cho phép)**
recommend (đề nghị), forbid (cấm), encourage (khuyến khích)
 → O + to inf
 → Ø + V-ing

8. **prefer:** + V-ing + to + V-ing: thích cái gì hơn cái gì

9. **consider**
 → V-ing: cân nhắc
 → to inf: xem xét cái gì đó, coi cái gì đó như là...

10. **mean**
 → V-ing: có nghĩa là (chỉ sự liên quan hoặc kết quả)
 → To inf: có ý định, cố ý

11. **learn, teach**
 → to inf: được dùng khi đề cập đến việc học/ dạy 1 môn học hoặc 1 việc gì đó
 → V-ing: được dùng khi đề cập đến 1 kỹ năng

12. **go on**
 → to inf: tiếp tục (việc khác)
 → V-ing: tiếp tục (cùng 1 việc)

13. **It's (about/ high) time**
 → + for + O + to inf
 → (that) + S + + Vpast Subjunctive

Đã đến lúc...

EXERCISE

I. Supply the correct form of the verbs in brackets

- They decided (steal) the money.
- Please remember (post) the letter.
- I now regret (say) what I said. I shouldn't have said it.
- It has started(rain).
- John intends (buy) a house.
- It's starting (rain).
- I don't want (go) out to night. I'm too tired.
- Can you remind me..... (buy) some coffee when we go out?
- I refuse(answer) any more questions.
- One of the boy admitted.....(break) the window.
- The boy's father promised.....(pay) for the window to be repaired.
- The baby began.....(cry) in the middle if the night.

13. "Would you like(sit) down?" – "No thanks. I'll stand".
14. I was very tired. I tried(keep) my eyes open but I couldn't.
15. A: The photocopier doesn't seem to be working.
B: Try(press) the green button.
16. I need(take) more exercise.
17. He needs(work) harder if he wants to make progress.
18. I rang to the doorbell but there was no answer. Then I tried.....(knock) on the door, but there was still no answer.
19. Can you help me(get) the dinner ready?
20. Have you decided where(go) for your holiday?
21. I would like(be) rich.
22. We expected(be) late.
23. Can you remind me(phone) Ann tomorrow?
24. I wouldn't recommend(stay) in that hotel.
25. She doesn't allow(smoke) in the house.
26. She doesn't allow us(smoke) in the house.
27. Hot weather makes me(feel) tired.
28. Let me(carry) your bag for you.
29. The film was very sad. It made me(cry).
30. I'm in a difficult position. What do you advise me(do)?
31. Suddenly everybody stopped(talk).
32. She admitted(have) stolen the money.
33. Have you got a moment? I'd like(talk) to you about something.
34. Can you please stop.....(make) so much noise?
35. It was late, so we decided(take) a taxi home.
36. Simon was in a difficult situation, so I agreed(lend) him some money.
37. We decided(not/go) out because of the weather.
38. We'd like (have) gone on holiday but we didn't have enough money.
39. They seem(have) plenty of money.
40. Can somebody show me how(change) the film in this camera?
41. I had my elder sister (help) me to wash up everyday.
42. Did your parents permit (go) (swim)yesterday, Minh?
43. There's no point in (advise)him (give)up (smoke)
44. I can not stand (live)with him. He is a rude husband.
45. Some of the students neglected (listen) to my (teach)
46. All of my students stopped (discuss) about the topic (give) when the headmaster came into the class.
47. My uncle would rather I (go) out with my friends in a very fresh night like this.
48. You were seen (enter) the supermarket with your sweet heart last evening.
49. I remember (meet) you at Ann's party. Nice to meet you again.
50. It is worth (own) this house. Why don't we stop (see) it?
51. Normally, I prefer (eat) dinner at home but this evening I prefer (eat) out because I'm tired of (cook)
52. They objected to (build) a cement factory here due to environment pollution.
53. He challenged us (develop) our production as they had thought that we couldn't keep pace with the change of the market.
54. Can you imagine (live) in a Russia in winter? I can't bear (live) in very cold weather.
55. It's high time you (go) to bed. You should not (stay) up late as it is not good for your health.
56. Is there anything (eat) mum? I'm very hungry.
57. He stopped (read) a newspaper when the phone rang.
58. She pretended (look)away when she saw us (go) up stairs.
59. People are not allowed (wear) their shoes in this laboratory.

60. Those workers were made (work)ten hours a day. Yesterday they concentrated into a demonstration in front of their factory (ask) for a higher wage.

II. Choose the correct answer:

- 1. All the passengers were made _____ their seat belts during the turbulence.
A. buckle B. to buckle C. buckling D. for buckling
- 2. _____ good ice cream, you need to use a lot of cream.
A. Make B. Making C. To make D. For make
- 3. I got my friend _____ her car for the weekend.
A. to let me to borrow B. to let me borrow
C. let me borrow D. let me to borrow
- 4. How can you let such a silly incident _____ your friendship?
A. wreck B. to wreck C. wrecking D. that wrecks
- 5. 'How about going to the theater?' 'OK,' but I would rather _____ a concert.'
A. attend B. to attend C. attending D. have attended
- 6. The skiers would rather _____ through the mountains than go by bus.
A. to travel on train B. traveled by train
C. travel by train D. traveling by the train
- 7. If we leave now for our trip, we can drive half the distance before we stop ____ lunch.
A. having B. to have C. having had D. for having
- 8. The examiner made us ____ our identification in order to be admitted to the test center.
A. show B. showing C. to show D. showed
- 9. As we entered the room, we saw a rat _____ towards a hole in the skirting board.
A. scamper B. to scamper C. scampering D. was scampering
- 10. My parents wouldn't _____ to the party.
A. allow me go B. allow me to go C. allow me going D. allow to go
- 11. We are going to have my house _____ tomorrow morning.
A. paint B. painting C. painted D. to be painted
- 12. I meant to get up early but I forgot _____ up my alarm clock.
A. wind B. to wind C. winding D. wound
- 13. Look at the state of the gate. It needs _____ as soon as possible.
A. to repair B. repairing C. being repaired D. be repaired
- 14. We asked _____ the piano so early in the morning, but she won't.
A. Marie to stop playing B. Marie stop to play
C. that Marie stops playing D. Marie to stop to play
- 15. A good teacher makes her students _____ the world from new perspectives.
A. to view B. view C. to be viewed D. viewing

III. Rewrite the sentence or join the pairs of sentences beginning with the word(s) given.

- 1. He worked out the answer. It was clever of him.
It was
- 2. He was crossing the road. I caught sight of him.
I noticed
- 3. When we finally heard that David had arrived, we were very relieved.
We were relieved
- 4. Why have you thrown up your job? You're mad.
You are
- 5. Jimmy got into his car and drove away. I saw this.
I saw
- 6. It is disappointing that we haven't heard from Molly.
We are.....
- 7. Contacting her at work is usually quite easy.
She is.....
- 8. The house shook violently and all of us felt that.
All of us felt.....
- 9. Can you sign the papers please? They are ready now.
The papers are.....

10. Don't lend Tom any money. That would be most unwise.
You
11. Mr. Pinchley doesn't allow his teenage children to go out in the evenings.
Mr. Pinchley makes
12. What I want to do is starting my own business. I'm keen.
I am
13. Harry couldn't get his parents' permission to buy a motorbike.
Harry's parents didn't let
14. I was surprised I passed the exam.
I didn't
15. I don't read newspapers any more.
I've given up
16. He looks older when he wears glasses.
Glasses make
17. Did you manage to solve the problem?
Did you succeed.....
18. If you've got a car, you are able to travel around more easily.
Having a car enables
19. Why have a car if you never use it?
There's no point.....
20. What do you think I should do?
What do you advise
21. It's a pity I can't go out with you.
I'd like.....
22. I'm sorry that I didn't take your advice.
I regret.....
23. I find it hard to remember people's name.
I have difficulty.....
24. My father said I could use his car.
My father allowed.....
25. Please don't bother me all the time.
Would you mind
26. Don't let me forget to phone Sam tomorrow.
Remind.....
27. The doctor suggested we should walk everyday for extra exercise.
The doctor recommended us.....
28. It won't be difficult to get a ticket for the game.
You won't have any.....
29. "Let's go for a walk in the park," said Andrew.
Andrew suggested.....
30. I prefer going out for a meal to staying at home.
I'd rather

VERB FORMS IN PASSIVE

VERB FORMS	VERB FORMS IN PASSIVE
Bare infinitive	Be + PP
To infinitive	To be + PP
V-ing	Being + PP
PP	Been + PP

Compare:

- We were happy **to be invited** to the party.
Và We were happy **to invite** her to our party.
- Their parents enjoy **picking up** them after school.
Và They enjoy **being picked up** after school.

I. Give the correct form of the verbs in brackets:

1. The room must (clean) _____.
2. If we want to get there by 7.00, it means (get) _____ up before 5.00.
3. I don't mind (pay) _____ low wages at first.
4. Nadia was given a scholarship. She is fortunate. Nadia is fortune (give) _____ a scholarship.
5. He looks so funny. Whenever I see him, I can't help (smile) _____.
6. I appreciate (tell) _____ the news.
7. Does Dr. Johnson mind (call) _____ at home if his patients need his help?
8. It's important for the figures (update) _____ regularly.
9. Rick ignored the problem despite (warn) _____ about them.
10. The men wanted to avoid (see) _____ on security cameras.
11. Have you forgotten (meet) _____ me years ago?
12. Women deserve (pay) _____ equally to men.
13. I remember (put) _____ my book on the table, but now it is nowhere.
14. They are whispering to avoid (hear) _____ by their friends.
15. John suggested (appoint) _____ to the new branch in Vietnam.
16. When I told Tim the news, he seemed (surprise) _____.
17. Passing the kitchen, he stopped (drink) _____ a large glass of water.
18. Instead of (excite) _____ about the good news, Tom seemed to be indifferent.
19. We had hoped to finish the project by the end of the month but we kept (delay) _____ by changes in the plans.
20. Did you expect (invite) _____ to Ms. Thoa's party?
21. Peter always wants (praise) _____.
22. Does our house need (modernize) _____, Dad?
23. Did you ask her (come) _____ to the get-together next Sunday?
24. Show me how (operate) _____ this microwave oven, please.
25. We heard the man (say) _____ goodbye to the host in Chinese.
26. This book is easy (find) _____ at any shop round here.
27. I think Nick meant (break) _____ that glass. It didn't look like an accident.
28. Who was the first person (come) _____ into the classroom?
29. No one was found (be) _____ guilty.
30. We watched a strange man (enter) _____ your house at the time.
31. You are expected (get) _____ home by midnight, son.
32. It's pleasant (see) _____ you again after such a long time.
33. How often does Mum have Dad (do) _____ the cooking?
34. Let no one (touch) _____ anything in my office while I am away.
35. No one can make him (do) _____ what he doesn't like.
36. It cost me a fortune, but I didn't regret (spend) _____ a year travelling around the world.
37. Everyone needs to love or (love) _____.
38. According to the cookery book, this food has (cook) _____ in oil, not in fat.
39. Dad told me what gifts would (open) _____ first.
40. To be honest, I don't like (talk to) _____ in such a way.

II. Choose the best answer:

1. The owner of the building supply store doesn't mind _____ his customers discounts when they buy in large quantities.
A. giving B. being given C. to give D. to be given
2. The City Parks Department is putting in several miles of new trails because so many people have said that they enjoy _____ on them.
A. walking B. being walked C. to walk D. to be walked
3. I don't remember _____ of the decision to change the company policy on vacations.
A. telling B. being told C. to tell D. to be told
4. Ms. Drake expects _____ about any revisions in her manuscript before it is printed.
A. consulting B. being consulted C. to consult D. to be consulted

5. Sally gave such a good speech that I couldn't resist _____ loudly when she finished.
A. applauding B. being applauded C. to applaud D. to be applauded
6. Tommy admitted _____ the rock through the window.
A. throwing B. being thrown C. to throw D. to be thrown
7. If you want to develop inner tranquility, you have to stop _____ by very little thing that happens.
A. bothering B. being bothered C. to bother D. to be bothered
8. Anne hoped _____ to join the private club. She could make important business contacts there.
A. to invite B. to be invited C. inviting D. being invited
9. Do you mind _____ at home if there is an emergency?
A. to call B. to be called C. calling D. being called
10. Janice is going to fill out an application. She wants _____ for the job.
A. to consider B. to be considered C. considering D. being considered
11. The mail is supposed _____ at noon.
A. to deliver B. to be delivered C. delivering D. being delivered
12. The children appear _____ about the trip.
A. to drive B. to be driven C. driving D. being driven
13. I don't appreciate _____ when I'm speaking.
A. interrupting B. being interrupted C. to interrupt D. to be interrupted
14. Sally's low test scores kept her from _____ to the university.
A. admitting B. being admitted C. to admit D. to be admitted
15. Mr. Miller gave no indication of _____ his mind.
A. changing B. being changed C. to change D. to be changed
16. Sometimes adolescents complain about not _____ by their parents.
A. understanding B. being understood C. to understand D. to be understood
17. Avoid _____ your houseplants too much water.
A. giving B. being given C. to give D. to be given
18. The mountain climbers are in danger of _____ by an avalanche.
A. killing B. being killed C. to kill D. to be killed
19. Does Dr. Johnson mind _____ at home if his patients need his help?
A. calling B. being called C. to call D. to be called
20. I'm interested in _____ my communicating skills.
A. improving B. being improved C. to improve D. to be improved
21. Mrs. Gates appreciated _____ breakfast in bed when she wasn't feeling well.
A. serving B. being served C. to serve D. to be served
22. Jack Wells has a good chance of _____. I know I'm going to vote for him.
A. electing B. being elected C. to elect D. to be elected
23. Your compositions are supposed _____ in ink.
A. to write B. to be written C. writing D. being written
24. We asked _____ the piano so early in the morning, but she won't.
A. Marie to stop playing B. Marie stop to play
C. that Marie stops playing D. Marie to stop to play
25. "When will you have the dress made?" – "I expect _____ by Friday."
A. to finish B. finishing C. to be finished D. being finished
26. I persuaded my brother-in-law not _____ that old car.
A. buying B. to buy C. being bought D. to be bought
27. A friend of mine phoned _____ me to the party.
A. for invite B. inviting C. to invite D. for inviting
28. My parents wouldn't _____ to the party.
A. allow me go B. allow me to go C. allow me going D. allow to go
29. We are going to have my house _____ tomorrow morning.
A. paint B. painting C. painted D. to be painted
30. We hope that the students themselves will enjoy _____ part in the projects.
A. to take B. taking C. to be taken D. being taken
31. I had no _____ a place to live. In fact, it was surprisingly easy.
A. difficulty to find B. difficulty finding C. difficulty when I find D. difficulty while finding

32. Alice didn't expect _____ to Bill's party.
 A. asking B. being asked C. to ask D. to be asked
33. A good teacher makes her students _____ the world from new perspectives.
 A. to view B. view C. to be viewed D. viewing
34. I don't mind _____ late if it helps at all.
 A. to work B. to be work C. working D. being worked
35. After their children had grown up, they decided _____ to an apartment in the city.
 A. to move B. to be moved C. moving D. being moved
36. We managed _____ over the wall without _____.
 A. to climb/ seeing B. climbing/ being seen
 C. to climb/ being seen D. to be climbed/ seeing
37. Isabel expected _____ to the university, but she wasn't.
 A. to admit B. to be admitted C. admitting D. being admitted
38. The city council agreed _____ the architect's proposed design for a new parking garage.
 A. to accept B. to be accepted C. accepting D. being accepted
39. My parents appreciate _____ the thank-you note you sent them.
 A. to receive B. to be received C. receiving D. being received
40. The police warned everybody _____ inside with their windows closed.
 A. to stay B. to be stayed C. staying D. being stayed

PERFECT VERB FORMS

1. Gerund & present participle (Danh động từ và hiện tại phân từ)

1.1. Gerund: (V-ing)

☞ Làm chủ từ cho động từ

Ex: *Singing is one of her hobbies.* (Ca hát là một trong những sở thích của cô ta.)

☞ Làm túc từ cho động từ (V + V-ing)

Ex: *She enjoys singing.* (Cô ta thích ca hát.)

☞ Làm túc từ cho giới từ (prep + V-ing)

Ex: *She is fond of singing.* (Cô ta thích ca hát.)

1.2. Participle: (V-ing)

☞ Dùng sau các động từ chỉ giác quan: **feel (cảm thấy), hear (nghe), see (gặp), watch (thấy), smell (ngửi thấy) (nhấn mạnh sự tiếp diễn của hành động).**

Ex: *I saw him writing a letter.* (Tôi gặp anh ta đang viết thư.)

☞ Dùng trong cấu trúc: S + V + O + V-ing

catch (bắt gặp), find (nhận thấy), spend (tiêu xài, bỏ ra), waste (lãng phí), leave (để)

Ex: *She left him waiting outside.* (Cô ta để anh ấy chờ bên ngoài.)

☞ Dùng diễn tả các hành động kế tiếp nhau (gần nhau về thời gian) của cùng chủ ngữ (hành động xảy ra trước dùng V-ing).

Ex: *Opening the drawer, she took out a book.* (Mở ngăn kéo ra, cô ta lấy 1 quyển sách.)

☞ Dùng để thành lập các thì tiếp diễn

Ex: *It was raining when I got home.* (Trời đang mưa khi tôi về nhà.)

☞ Dùng như tính từ

Ex: *It was an embarrassing experience I had ever had.*

(Đó là trải nghiệm ngượng ngùng nhất mà tôi từng có.)

☞ Dùng để thay thế cho đại từ quan hệ + động từ ở thể chủ động

Ex: *A lorry carrying concrete pipes overturned this morning.*

= *A lorry which carried concrete pipes overturned this morning.*

(Sáng nay 1 chiếc xe tải chở ống bê tông đã bị lật.)

2. Perfect gerund & perfect participle: (Danh động từ hoàn thành và phân từ hoàn thành)

2.1 Perfect gerund (Having + PP)

Khi động từ (cần thêm –ING) chỉ hành động đã xảy ra trước hành động kia, dùng *Perfect gerund* diễn tả hành động trước.

Ex: He was accused of having deserted his ship two months ago.

(Anh ta bị cáo buộc đã bỏ con tàu cách đây hai tháng.)

[Hành động bỏ con tàu diễn ra trước khi bị cáo buộc.]

Không có sự khác biệt lớn khi nói “He was accused of deserting his ship two months ago.”

2.1. Perfect participle (Having + PP)

Khi hai hành động của cùng chủ từ xảy ra trước sau trong quá khứ, dùng *Having + PP* diễn tả hành động trước (kéo dài hơn hành động thứ hai).

Ex: Having dug a hole in the road, they disappeared.

(Đào một lỗ trên đường xong, họ biến mất.)

EXERCISE

I. Decide whether the –ing form in italics is gerund (G) or present participle (P).

- _____ 1. I think you should start *practising* now!
- _____ 2. *Listening* to music after work helps me relax my mind.
- _____ 3. It's a waste of time *playing* computer games.
- _____ 4. There are some people *waiting* to see you.
- _____ 5. I hate *doing* the washing-up!
- _____ 6. *Feeling* tired, I went to bed early.
- _____ 7. *Having* finished the housework, she went for a walk.
- _____ 8. If you have a headache, try *taking* two of these pills.
- _____ 9. I was *washing* my clothes when he came.
- _____ 10. My hobby is *reading* books.

II. Use participles to join the following sentences.

1. He got off his horse. He began searching for something on the ground.

2. I had seen photographs of the place. I had no desire to go there.

3. The speaker refused to continue. He was infuriated by the interruptions.

4. He escaped from prison. He looked for a place where he could get food.

5. They found the money. They began quarrelling about how to divide it.

6. She entered the room suddenly. She found them smoking.

7. I turned on the light. I was astonished at what I saw.

8. We visited the museum. We decided to have lunch in the park.

9. When she saw the dog coming towards her, she quickly crossed the road.

10. If it is looked after carefully, the plant can live through the winter.

11. As I don't have a credit card, I find it difficult to book an airline ticket over the phone.

12. Keith spent a lot of time filling in job application forms because he was unemployed.

13. Because I was walking quickly, I soon caught up with her.

14. The house was built of wood, so it was clearly a fire risk.

15. Although James is known mainly as a writer of novel, he has now written a successful biography.

III. Complete the sentences with the correct form of the verbs in brackets.

1. The missing children were last seen (play) _____ near the river.
2. (complete) _____ the book, he had a holiday.
3. (find) _____ only in the Andes, the plant is used by local people to treat skin diseases.
4. The accident seems (happen) _____ at around 1.00 p.m yesterday.
5. Do something! Don't just sit there (twiddle) _____ your thumbs.
6. Last year I studied abroad. I appreciate (have) _____ the opportunity to live and study in a foreign country.
7. (look) _____ down from the hill, the town spread out before us towards the coast.
8. Marta doesn't like to have her picture (take) _____. She avoids (photograph) _____.
9. I don't agree with (smack) _____ children if they do something wrong.
10. The book (publish) _____ last week is his first novel.
11. (photocopy) _____ all the papers, Sarah put them back in the file.
12. I found a coin (lie) _____ on the sidewalk.
13. Our mechanic said that he expected (fix) _____ the brake on the car before we picked it up.
14. Life must be unpleasant for people (live) _____ near busy airports.
15. (park) _____ the car about a kilometer from the stadium, I walked the rest of the way.
16. He insisted on (pay) _____ for the meal.
17. The interviewer started off by (ask) _____ me why I wanted the job.
18. What am I going to do? I forgot (bring) _____ my calculus text, and I need it for the review today.
19. I can clearly recall him (say) _____ that he was meeting Sarah at eight o'clock.
20. I can clearly recall his (say) _____ that he was meeting Sarah at eight o'clock.
21. Mrs. Gates appreciated (serve) _____ breakfast in bed when she wasn't feeling well.
22. (wait) _____ six months for the washing machine (deliver) _____, I decided (cancel) _____ the order.
23. By (telephone) _____ every hour, she managed (speak) _____ to the doctor.
24. The ticket enables you (visit) _____ both the museum and the art gallery.
25. (watch) _____ television to the exclusion of all other activities is not a healthy habit for a growing child.
26. Now I remember your (ask) _____ me (bring) _____ sandwiches to the picnic. Your complaints about my (forget) _____ things seem justified (hợp lý). I'm sorry.
27. No one could make Ted (feel) _____ afraid. He refused (intimidate) _____ by anyone.
28. The government plans (bring) _____ in new laws (force) _____ parents to take more responsibility for the education of their children.
29. When I was in the supermarket I noticed a man (take) _____ some food off the shelf and hide it inside his coat.
30. I overheard her (tell) _____ Jack that she was seriously ill.

IV. Choose the word or phrase -a, b, c, or d -that best completes the sentence.

1. I'm sure it's not my fault that Peter found out what we were planning. I don't remember _____ anyone about it.
A. to tell B. being told C. having told D. to be told
2. The charity is appealing for volunteers _____ elderly patients to and from hospital.
A. to take B. taking C. taken D. who take
3. The building _____ the earthquake but then by a fire.

- A. was survived - destroyed B. survived - was destroyed
C. survived - destroyed D. was survived - was destroyed
4. _____ by the boys' behavior, she complained to the head teacher.
A. She annoyed B. Annoyed C. She was annoyed D. Annoying
5. 'Wait a minute,' said Frank, _____ through the door.
A. run B. runs C. running D. ran
6. _____ a hotel, we looked for somewhere to have dinner.
A. Finding B. We found C. Found D. Having found
7. The children enjoyed _____ on fishing trips.
A. taking B. to be taken C. being taken D. having taken
8. Stacey seems like a bright student. She's always the first _____ her work.
A. to finish B. finishing C. being finished D. to be finished
9. We were shocked to hear the news of your _____.
A. having fired B. to be fired C. having been fired D. to have been fired
10. I think I hear someone _____ the back window. Do you hear it, too?
A. trying open B. trying to open C. try opening D. try to open
11. 'Is Marsha still here?' - 'No. She was the first _____.'
A. leaving B. that she left C. to leave D. in leaving
12. I've heard a lot about Dr. James, and I'm looking forward _____ his talk tomorrow.
A. hear B. hearing C. to hear D. to hearing
13. 'Did Nancy faint yesterday?' - 'Yes, and that led to _____ to the emergency clinic.'
A. her taking B. her to be taken C. her to go D. her being taken
14. He was often made _____ milk by his mother.
A. drink B. drinks C. to drink D. drunk
15. I don't blame you _____ to go outside in this awful weather.
A. not wanting B. for not wanting C. not to want D. not to have wanted
16. The spy admitted _____ some highly secret information to enemy agents.
A. having given B. having been given C. to have given D. to have been given
17. They were fortunate _____ from the fire before the building collapsed.
A. rescuing B. to have rescued C. to rescue D. to have been rescued
18. It is important that the TOEFL Office _____ an applicant's registration.
A. will confirm B. confirm C. confirms D. must confirm
19. It's no good _____ me of getting the figures wrong!
A. to accuse B. accusing C. having accused D. to have accused
20. No sooner _____ the corner than the wheel came off.
A. the van turned B. did the van turned C. the van had turned D. had the van turned

ANSWER KEY:

VERB FORMS

I.

1. to steal	16. to take	31. talking	46. discussing – given
2. to post	17. working	32. having	47. went
3. saying	18. knocking	33. to talk	48. entering
4. raining/ to rain	19. get/ to get	34. making	49. meeting
5. to buy	20. to go	35. to take	50. owning – to see
6. to rain	21. to be	36. to lend	51. to eat – eating – cooking
7. to go	22. to be	37. not to go	52. building
8. to buy	23. to phone	38. to have	53. to develop
9. to answer	24. staying	39. to have	54. living – living
10. breaking	25. smoking	40. to change	55. went – stay
11. to pay	26. to smoke	41. help	56. to eat
12. to cry/ crying	27. feel	42. going swimming	57. reading
13. to sit	28. carry	43. advising – to give - smoking	58. to look - going
14. to keep	29. cry		

15. pressing	30. to do	44. living 45. to listen	59. to wear 60. to work – to ask
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II.

1. B 2. C 3. B 4. A 5. A 6. C 7. B 8. A 9. C 10. B
11. C 12. B 13. B 14. A 15. B

III.

- It was clever of him to work out the answer.
- I noticed him crossing the road.
- We were relieved to hear that David had arrived.
- You are mad to throw up your job.
- I saw Jimmy get into his car and drive away.
- We are disappointed not to hear from Molly.
- She is quite easy to contact her at work.
- All of us felt the house shaking violently.
- The papers are ready for you to sign./ The papers are ready to sign./ The papers are ready to be signed.
- You would be most unwise to lend Tom some money.
- Mr. Pinchley makes his teenage children stay at home in the evenings.
- I am keen to start my own business./ I am keen on starting my own business.
- Harry's parents didn't let him buy a motorbike.
- I didn't expect to pass the exam.
- I've given up reading newspapers.
- Glasses make him look older.
- Did you succeed in solving the problem?
- Having a car enables you to travel around more easily.
- There's no point in having a car if you never use it.
- What do you advise me to do?
- I'd like to go out with you, but I can't.
- I regret not taking your advice.
- I have difficulty (in) remembering people's name.
- My father allowed me to use his car.
- Would you mind not bothering me all the time?
- Remind me to phone Sam tomorrow.
- The doctor recommended us to walk everyday for extra exercise.
- You won't have any difficulty (in) getting a ticket for the game.
- Andrew suggested going for a walk in the park.
- I'd rather go out for a meal than stay at home.

VERB FORMS IN PASSIVE

I.

1. be cleaned	11. meeting	21. to be praised	31. to get
2. getting	12. to be paid	22. modernizing/ to be modernized	32. to see
3. being paid	13. putting	23. to come	33. do
4. to be given	14. being heard	24. to operate	34. touch
5. smiling	15. being appointed	25. say/ saying	35. do
6. being told	16. to be surprised	26. to be found	36. spending
7. being called	17. to drink	27. to break	37. to be loved
8. to be updated	18. being excited	28. to come	38. to be cooked
9. being warned	19. being delayed	29. being	39. be opened
10. being seen	20. to be invited	30. entering	40. being talked

II.

1. A	11. B	21. B	31. B
2. A	12. B	22. B	32. D
3. B	13. B	23. B	33. B
4. D	14. B	24. A	34. C

5. A	15. A	25. C	35. A
6. A	16. B	26. B	36. C
7. B	17. A	27. C	37. B
8. B	18. B	28. B	38. A
9. D	19. B	29. C	39. C
10. B	20. A	30. B	40. A

PERFECT VERB FORMS

I.

1. G 2. G 3. P 4. P 5. G 6. P 7. P 8. G 9. P 10. G

II.

- Getting off his horse, he began searching for something on the ground.
- Having seen photographs of the place, I had no desire to go there.
- Infuriated by the interruptions, the speaker refused to continue.
- Escaping from prison, he looked for a place where he could get food.
- Finding the money, they began quarrelling about how to divide it.
- Entering the room suddenly, she found them smoking.
- Turing on the light, I was astonished at what I saw.
- Having visited the museum, we decided to have lunch in the park.
- Seeing the dog coming towards her, she quickly crossed the road.
- Looked after carefully, the plant can live through the winter.
- Not having a credit card, I find it difficult to book an airline ticket over the phone.
- Unemployed, Keith spent a lot of time filling in job application forms.
- Walking quickly, I soon caught up with her.
- Built of wood, the house was clearly a fire risk.
- Known mainly as a writer of novel, James has now written a successful biography.

III.

1. playing	11. Having photocopied	21. being served
2. Completing/ Having completed	12. lying	22. Haing waited – delivered – to cancel
3. Found	13. to have fixed	23. telephoning – to speak
4. to have happened	14. living	24. to visit
5. twiddling	15. Having parked	25. Watching
6. having had	16. paying	26. having asked – to bring – forgetting
7. Looking	17. asking	27. feel – to be intimidated
8. taken – being photographed	18. to bring	28. to bring – forcing
9. smacking	19. saying	29. taking/ take
10. published	20. saying	30. tell/ telling

IV.

1. C 2. A 3. B 4. B 5. C 6. D 7. C 8. A 9. C 10. B
 11. C 12. D 13. D 14. C 15. B 16. A 17. D 18. B 19. B 20. D