

In this type of exam task you need to fill in the gaps in a text using answers that you make from the words provided. The answers must be grammatically and lexically correct.

Below, you will find examples of the structures which are most commonly tested in this type of exam task.

PREFIXES

• Prefixes that make nouns (a verb or an adjective) **opposite (un-, dis-, in-, im-, in-)**, e.g.: I always use a Sat Nav or a map when I'm driving in an unfamiliar (FAMILIAR) place.

• Prefixes that change the meaning of words (an adjective, a verb or a noun), e.g.: After I get my university degree I'd like to take a postgraduate (GRADUATE) course in Environmental Science and Technology.

Examples of prefixes that change the meaning of words:

- anti- (=against), e.g. anti-war
- pro- (=for; in favour of), e.g. pro-British
- counter- (=in the opposite direction), e.g. counterattack
- co- (=with, together), e.g. cooperate
- over- (=too much), e.g. overcharge
- under- (=not enough), e.g. underpaid
- post- (=after), e.g. postcolonialism
- inter- (=between), e.g. intercontinental
- pre- (=before), e.g. prehistoric
- semi- (=half), e.g. semicircle
- uni- (=one), e.g. unisex
- mono- (=one), e.g. monosyllables
- bi- (=two), e.g. bilingual
- tri- (=three), e.g. tricycle
- multi- (=many), e.g. multicultural
- non- (=not), e.g. non-stop
- re- (=again), e.g. rewrite
- ex- (=former, before), e.g. ex-husband
- trans- (=across), e.g. transatlantic
- super- (=above, more than), e.g. supernatural
- sub- (=under), e.g. subway
- de- (=acting against), e.g. deforestation

SUFFIXES

- Suffixes that change verbs into nouns for people (-er, -or, -ist, -ee), e.g.: My History teacher (TEACH) is very knowledgeable.
- Suffixes that change nouns into nouns for people (-ist, -ian), e.g.: Three terrorists (TERROR) threatened to kill all the hostages on a high-jacked plane.
- Suffixes that change verbs into abstract nouns (-ance, -ance, -al, -age, -ment, -ion, -ion, -ity, -sion, -tion), e.g.: A police investigation (INVESTIGATE) is uncovering more details about the possible crime.

• Suffixes that change adjectives into abstract nouns (-ence, -ance, -ity, -ty, -cy, -ity, -ness, -ion, -ment), e.g.: Being afraid of darkness (DARK) is nothing to be ashamed of.

• Suffixes that change nouns into abstract nouns (-hood, -dom), e.g.: Concepts of Christian marxism (MARTYR) changed greatly in England from the late Middle Ages through the early modern era.

• Suffixes that change nouns into adjectives (-y, -yly, -ous, -ic, -ical) or verbs into adjectives (-able, -ive, -ed, -ing), e.g.: Astronomers have discovered a mysterious (MYSTERY) giant object that existed when the universe was only 800 million years old.

• Suffixes that change adjectives into verbs (-en, -ify), e.g.: Education authorities should do more to widen (WIDE) access to higher education.

TEST YOURSELF

1 Decide what part of speech (a noun, a verb, an adjective or a pronoun) should be used to complete each of the gaps. Then complete the gaps with words formed from the words in capital letters.

- They have a rich variety (VARY) of shoes in different colours and sizes. noun (EXCEPT)
- My sister has got an \_\_\_\_\_ (EXCEPT) gift for languages.
- Not even the snow will \_\_\_\_\_ (COURAGE) us from going out tonight.
- I just couldn't refuse when she gave me one of those \_\_\_\_\_ (RESIST) smiles.
- The house you're wearing looks \_\_\_\_\_ (SUSPECT) like the one I bought the other day.
- More and more young people seem to be engaging in violence simply out of \_\_\_\_\_ (BORE).

2 Complete the gaps with words formed from the words in capital letters. Then write three more words formed using the same suffixes and prefixes.

- Some experts expect rapid economic \_\_\_\_\_ (DEVELOP) in most of the far East countries. *development, encouragement, improvement, entertainment*
- My father hoped that sending me to Africa might \_\_\_\_\_ (BROAD) my outlook on life.
- She is a good teacher but sometimes a little bit too \_\_\_\_\_ (PATIENCE) with slow learners.
- Income taxes, taxes on \_\_\_\_\_ (INHERIT) and capital gains are all very common forms of taxation.
- Children benefit from having a \_\_\_\_\_ (MEAN) relationship with both parents.
- They danced so \_\_\_\_\_ (GRACE) that everybody clapped and sang along.

PREFIXES THAT MAKE WORDS OPPOSITE

7 Make the phrases below opposite using appropriate prefixes (un-, dis-, in-, im-, in-).

- a logical argument – a(n) \_\_\_\_\_ argument
- regular bus service – a(n) \_\_\_\_\_ bus service
- to load a truck – to \_\_\_\_\_ a truck
- to approve of new government – to \_\_\_\_\_ of new government
- a comfortable chair – a(n) \_\_\_\_\_ chair
- a secure place – a(n) \_\_\_\_\_ place
- an honest person – a(n) \_\_\_\_\_ person

8 Complete the gaps with words formed from the words in capital letters.

- Sue is addicted to shopping. She seems \_\_\_\_\_ (CAPABLE) of walking past a boutique without going in and buying another piece of clothing.
- It was so hot that I decided to \_\_\_\_\_ (BUTTON) my jacket and loosen my tie.
- We got lost because the area was completely \_\_\_\_\_ (FAMILIAR) to us.
- The soldier who \_\_\_\_\_ (OBEY) the order was sentenced to twenty years' imprisonment.
- An excellent paved pathway is an \_\_\_\_\_ (RESIST) temptation to anyone desiring a leisure walk or jogging.

PREFIXES THAT CHANGE THE MEANING OF WORDS

9 Match the prefixes 1–8 to their meanings a–h.

- |          |                  |
|----------|------------------|
| 1 pro-   | a half           |
| 2 multi- | b too much       |
| 3 semi-  | c with, together |
| 4 over-  | d across         |
| 5 ex-    | e in favour of   |
| 6 trans- | f again          |
| 7 re-    | g many           |
| 8 co-    | h former, before |

10 Complete the gaps with words formed from the words in capital letters.

- The charity organisation he works for raises money for the \_\_\_\_\_ (PRIVILEGE).
- This school is \_\_\_\_\_ (EDUCATIONAL) – for both boys and girls.
- The employees went on strike because they felt \_\_\_\_\_ (WORK) and severely underpaid.
- It is now possible to \_\_\_\_\_ (PLANT) tissue from one animal to another.
- A \_\_\_\_\_ (DETACH) house is a house that is joined to another house on one side by a shared wall.
- They divorced five years ago but he is still on very good terms with his \_\_\_\_\_ (WIFE).

SUFFIXES (-ER, -OR, -AR, -EE, -IST, -IAN)

11 Change the verbs in the box into nouns for people. Use appropriate suffixes and write the words in the table. Make all necessary changes in the spelling.

- train murder swim visit collect manage the employ sail interview burgle compete act beg supply

-ER	-OR	-AR	-EE
Trainer			Trainee

12 Change the nouns given into nouns for people using appropriate suffixes (-ist or -ian). Make all necessary changes in the spelling.

- music – \_\_\_\_\_
- journal – \_\_\_\_\_
- electricity – \_\_\_\_\_
- communism – \_\_\_\_\_
- library – \_\_\_\_\_
- Italy – \_\_\_\_\_
- ecology – \_\_\_\_\_
- art – \_\_\_\_\_

13 Complete the gaps with words formed from the words in capital letters.

- \_\_\_\_\_ (POLITICS) usually start to prepare for an election far in advance.
- My favourite \_\_\_\_\_ (COMEDY) is Jim Carrey.
- The \_\_\_\_\_ (PAY) is the person into whose bank account the money goes.
- Bethany has received flowers from one of her many secret \_\_\_\_\_ (ADMIRE).
- Mary \_\_\_\_\_ (SURVIVE) of the earthquake in central Italy have found themselves homeless.
- This is an absolutely amazing book written by the most famous \_\_\_\_\_ (HISTORY) of ancient Egypt.
- British \_\_\_\_\_ (SCIENCE) have found a gene that can help explain why some of us put on weight more easily than others.
- Thanks to eye-witness accounts, the bank \_\_\_\_\_ (ROB) was caught almost immediately.

SUFFIXES (-ENCE, -ANCE, -AL, -AGE, -ORIENT, -SION, -TION, -ION, -ATION, -Y, -SIS, -IBS, -IBX, -ITY, -X, -CY, -NESS, -INESS, -HOOD)

14 Change the verbs in the box into abstract nouns. Use appropriate suffixes and write the words in the table. Make all necessary changes in the spelling.

- arrange marry arrive diagnose deliver conclude injure educate differ revise encourage accuse analyse approve exist pass

-ENCE	-AL	-AGE	-MENT
			arrangement

15 Change the adjectives given into abstract nouns using appropriate suffixes. Then write three more abstract nouns that are formed using the same suffix. Make all necessary changes in the spelling.

- happy – *happiness, laziness, loneliness, ugliness*
- child – \_\_\_\_\_
- silent – \_\_\_\_\_
- vacant – \_\_\_\_\_
- kind – \_\_\_\_\_
- equal – \_\_\_\_\_

16 Complete the gaps with words formed from the words in capital letters.

- The \_\_\_\_\_ (ABBREVIATE) for millimetre is 'mm'.
- The final full dress \_\_\_\_\_ (REHEARSE) for the Olympics opening ceremony is being held tonight.
- Our website is currently under construction. We're sorry for any \_\_\_\_\_ (INCONVENIENT) this may cause you.
- Some say \_\_\_\_\_ (MOTHER) is the hardest job in the world.
- I hope you all fully understand the \_\_\_\_\_ (SERIOUS) of this situation.
- The fast-paced city life offers more \_\_\_\_\_ (ENTERTAIN) and career opportunities than a slow, more relaxed country life.
- Always remember to check the \_\_\_\_\_ (EXPIRE) date when you purchase any medications.