

1 You use **must** to say that it is necessary for someone to do something; the negative is **mustn't**:

a in the present:

I **must** go now, I don't want to be late.

b in the future:

I **must** talk to him tomorrow afternoon.

You **mustn't** forget to phone me.

2 You use **must** when you are giving your opinion about something that is very important, when you want to make a strong suggestion, or when you are giving someone an invitation:

You **must** go and see the new Spielberg film. It's great.

This is a book that you really **must** read.

You **must** visit us.

3 You use **must not** or **mustn't** to say that it is important NOT to do something:

You **mustn't** take photos in the gallery, it's bad for the paintings.

I **mustn't** forget to write a cheque for the rent today.

4 You use **has to/have to** when you talk about external obligation, such as when a law or someone else says that something is necessary or important:

Because Sandra is an au-pair, she **has to** get up early and help with the children's breakfast.

Val **has to** be in work today. She **has to** see the doctor.

5 You use **don't have to** to say that something is not necessary:

You **don't have to** do the whole exercise.

Tomorrow is Sunday, so I **don't have to** get up early.

6 You use **had to** or **didn't have to** for the past of both **must** and **have to**:

I **had to** go to London yesterday for a meeting.

The doctor told me I **had to** stop smoking.

'Did you **have to** wait long for the bus?'

7 You use **do, does** and **did** to make questions with **have to** and **not have to**:

'When **does** Dave **have to** go back to work?'

'**Do** you **have to** book a table in that restaurant?'

'**Did** everyone **have to** wear a uniform before?'

8 In informal English, you can use **have got to** instead of **have to**:

It's late. We've **got to** go.

Where **have you got to** send that letter?

A You are the manager of a company talking to a new employee. Put a tick (✓) next to the things you think are very important for people who work for you:

work hard	have long hair	speak good English	be polite	be smart	arrive early	know how to type	be punctual	be organized
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Now tell the new employee about the job, using *must*:

1 _____ 3 _____
2 _____ 4 _____

B Look at these signs. They all give information about what you must or mustn't do. Complete the sentences using 'must' or 'mustn't':

e.g. This sign means you mustn't drive over 30 mph.



1



2



3



4



5



6



7



8

- 1 This sign means you _____.
- 2 This sign means you _____.
- 3 This sign means you _____.
- 4 This sign means you _____.
- 5 This sign means you _____.
- 6 This sign means you _____.
- 7 This sign means you _____.
- 8 This sign means you _____.

C What was life at school like when you were young? Complete the sentences using *had to* or *didn't have to*:

- 1 _____ stand up when the teacher came into the room.
- 2 _____ wear a uniform.
- 3 _____ do a lot of homework.
- 4 _____ have short hair.
- 5 _____ study languages.
- 6 _____ eat at school.
- 7 _____ take a lot of exams.

D Complete the sentences using *has to* or *have to*:

- 1 Because Jill is a student she _____ read a lot of books.
- 2 Frank's a sportsman. He _____ keep very fit.
- 3 If you want to be a pilot you _____ have good eyesight.
- 4 Before you can drive a car you _____ take a test.
- 5 You _____ be 18 or over to see some films.
- 6 If you break something in a shop you _____ pay for it.

Now rewrite the sentences using *has got to* or *have got to*.