



**Focus:** Reviewing and practicing all types of connecting-word problems in the Part V format.

**Directions:** Decide which of the choices — (A), (B), (C), or (D) — best completes the sentence.

1. \_\_\_\_\_ you return from Istanbul, you'll have to fill out a trip report.  
(A) So that  
(B) Once  
(C) Since  
(D) The sooner
2. Write down \_\_\_\_\_ your home phone number and your number at the office.  
(A) either  
(B) not only  
(C) both  
(D) neither
3. When did you realize \_\_\_\_\_ you had made a mistake?  
(A) that  
(B) if  
(C) because  
(D) so
4. In this light, I cannot tell if this suit is dark blue \_\_\_\_\_ black.  
(A) either  
(B) and  
(C) both  
(D) or
5. Architecture is a profession \_\_\_\_\_ has always interested me.  
(A) which  
(B) who  
(C) in which  
(D) whose
6. A preliminary investigation indicates that the accident occurred \_\_\_\_\_ pilot fatigue.  
(A) because  
(B) due  
(C) because of  
(D) since
7. \_\_\_\_\_ you have any problems with this product, please contact our customer service representative.  
(A) If  
(B) Unless  
(C) Would  
(D) That
8. This is the village \_\_\_\_\_ Gunther was born.  
(A) which  
(B) where  
(C) which in  
(D) in that
9. David wanted to know \_\_\_\_\_ he had not been invited.  
(A) because  
(B) why  
(C) who  
(D) due to
10. That author \_\_\_\_\_ books you enjoy so much is going to be on a talk show on television tomorrow.  
(A) whose  
(B) his  
(C) who  
(D) who his

11. The CEO has not decided \_\_\_\_\_ of the two strategies he should adopt.

- (A) what
- (B) that
- (C) which
- (D) who

12. The magazine has attracted many new readers \_\_\_\_\_ Marilyn Bixby became the managing editor.

- (A) while
- (B) since
- (C) once
- (D) if

13. \_\_\_\_\_ its conservative appearance, this sedan has plenty of power and handles almost like a sports car.

- (A) Despite
- (B) Although
- (C) In spite
- (D) Even

14. Some corporations realize the importance of golf to business, \_\_\_\_\_ they sponsor golf tournaments.

- (A) so
- (B) due to
- (C) since
- (D) because of

15. No one in the theater group is a professional actor, \_\_\_\_\_ their performances are always first-rate.

- (A) moreover
- (B) or
- (C) unless
- (D) but

16. Mr. McCormick has \_\_\_\_\_ a master's degree nor a bachelor's degree in business.

- (A) either
- (B) not only
- (C) neither
- (D) both

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## G. Gerunds, Infinitives, and Simple Forms

Correct answers to these problems are gerunds (-ing forms), infinitives (to + simple forms), or simple forms of the verb. Distractors often include one or both of the other two forms and full clauses (subjects + verbs).

### Sample Items: Gerunds, Infinitives, and Simple Forms

1. We are planning \_\_\_\_\_ out to dinner tonight.

- (A) taking our clients
- (B) our clients going
- (C) our clients will go
- (D) to take our clients

The verb *plan* is followed by an infinitive, not by a gerund, as in choices (A) and (B), or by a clause, as in choice (C).

2. He succeeded by \_\_\_\_\_ hard.

- (A) work
- (B) working
- (C) he worked hard
- (D) to work

After a preposition (*by*), a noun or a gerund must be used. Choice (A), *work*, might be a noun, but then the sentence would have to read *by hard work*. A preposition cannot be followed by a clause (C) or an infinitive (D).

3. Jerry made his children \_\_\_\_\_ on Saturday.

- (A) do some chores
- (B) some chores were done
- (C) to do some chores
- (D) they did some chores

The verb *made* is followed by an object and a simple form ("made someone do something"). *Made* cannot be followed by an infinitive (C) or by clauses (B), (D).

**Gerunds are verbal nouns. Gerunds may be the subjects of verbs, the objects of prepositions, or the objects of certain verbs.** (See list, page 161.)

*Swimming* is good exercise. (Gerund as subject)

John gets his exercise by *jogging*. (Gerund as object of preposition)

I enjoy *playing* tennis. (Gerund as object of verb)

**Infinitives can also be used as verbal nouns. Infinitives can be the subjects of verbs or the objects of certain verbs.** (See list.) **Infinitives cannot be used as the objects of prepositions.**

*To fly* a small plane must be exciting. (Infinitive as subject)

My brother wants *to get* a pilot's license. (Infinitive as object of verb)

**After certain verbs, a noun or pronoun object must be used before the infinitive.**

My father advised my brother *to wait*.

**Infinitives have quite a few other uses.**

- To show purpose (why something happens):  
She went to the bank *to deposit* the day's receipts.  
He took lessons *to learn* how to sing.

- After certain adjectives: (including *able, anxious, easy, good, important, common, nice, ready, difficult, strange, hard,* and others.)  
I'm anxious *to learn*.  
It's nice *to see* you again.
- After nouns:  
The next person *to walk* through that door will win a prize.  
That's not a common sight *to see*.

**Simple forms (sometimes called "bare infinitives") are used after a few verbs. (See list.)**

The office manager let Bill *move* to another desk.

### Verbs Followed by Gerunds

admit	delay	go <sup>1</sup>	practice
anticipate	deny	justify	risk
appreciate	discuss	keep	stop <sup>2</sup>
avoid	dislike	mind	suggest
can't help	enjoy	miss	understand
consider	finish		

### Verbs Followed by Infinitives

afford	ask	know (how)	stop <sup>2</sup>
agree	choose	learn (how)	vote
aim	decide	seem	would like
arrange	deserve		

### Verbs Followed by Objects + Infinitives

allow	get <sup>3</sup>	prepare	tell
ask	instruct	need	use
cause	invite	remind	warn
choose	permit	require	would like
convince	persuade	teach (how)	

### Verbs Followed by Simple Forms

have <sup>3</sup>	let	make <sup>3</sup>	would rather
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**Notes:**

1. The verb *go* is followed by the *-ing* form of many "activity verbs": *go shopping, go dancing, go skiing, go bowling,* and others.
2. The verb *stop* is followed by either a gerund or an infinitive, depending on meaning.  
I stopped *smoking* (means "I no longer smoke").  
He stopped *to light* his pipe (means "He stopped doing something else in order to light his pipe").
3. The verbs *get, have, and make* are known as "causative verbs" because they indicate that one person causes another person to do something. They are used in the following patterns:  
We got Bob *to help* us.  
We had Bob *help* us.  
We made Bob *help* us.

*Get* and *have* can also be followed by past participles:

I got my car *washed*.  
I had my car *washed*.

Some verbs (which are not listed) can take either infinitive or gerund objects.

I like *to eat* ice cream.  
I like *eating* ice cream.

Since both answers are correct, these verbs will seldom be tested on TOEIC.

In addition to the listed verbs, all two- and three-word verbs are followed by gerunds rather than by infinitive objects.

Are you thinking of *moving*?  
Don't count on *seeing* Mr. Thomas.

Gerunds are used even when the verb phrase contains the word *to*, as in *look forward to, object to, devote to, or be opposed to*.

He *devotes* much of his time *to planning* for the future.

Some verbs on the list that are followed by infinitives are often used in passive patterns:

This tool is used *to open* cardboard boxes.  
He was asked *to join* the committee.

## Exercise

### 5.19

**Focus:** Completing sentences with gerunds, infinitives, or simple forms.

**Directions:** Complete the sentences with the gerund, infinitive, or simple form of the verb in parentheses.

1. By (sign) \_\_\_\_\_ this contract, you are agreeing (deliver) \_\_\_\_\_ these goods to us by the end of the month, or you risk (pay) \_\_\_\_\_ a penalty.
2. The president of Pioneer Avionics decided (implement) \_\_\_\_\_ new cost-control measures.
3. I enjoy (cook) \_\_\_\_\_, but I dislike (clean up) \_\_\_\_\_.
4. These boots are perfect for (hike) \_\_\_\_\_.
5. A sudden noise made the golfer (miss) \_\_\_\_\_ his shot.
6. I need (practice) \_\_\_\_\_ (speak) \_\_\_\_\_ Spanish before I travel to Venezuela.
7. It is important (be) \_\_\_\_\_ on time for your interview.
8. Kim invited me (go) \_\_\_\_\_ (shop) \_\_\_\_\_ with him when I return to Seoul.
9. The clerk denied (take) \_\_\_\_\_ the money, but he could not convince the store manager (drop) \_\_\_\_\_ the charges against him.
10. When I have the mechanic (fix) \_\_\_\_\_ my brakes, I am going to get him (change) \_\_\_\_\_ my oil as well.
11. Gwendolyn's doctor told her (stop) \_\_\_\_\_ (drink) \_\_\_\_\_ so much coffee.
12. I do not have enough money (pay) \_\_\_\_\_ all my bills.
13. My boss lets me (work) \_\_\_\_\_ at home whenever possible, and she allows me (arrange) \_\_\_\_\_ my own schedule.
14. I am really looking forward to (go) \_\_\_\_\_ to Mexico next month.
15. I would rather (go) \_\_\_\_\_ (dance) \_\_\_\_\_ than (stay) \_\_\_\_\_ home tonight.

## Exercise

### 5.20

**Focus:** Reviewing and practicing problems involving gerunds, infinitives, or simple forms in the Part V format.

**Directions:** Decide which of the choices — (A), (B), (C), or (D) — best completes the sentence.

1. I enjoy \_\_\_\_\_ a walk in the park after lunch whenever I have time.  
(A) taking  
(B) go for  
(C) take  
(D) to have
2. The health department requires the operators of restaurants \_\_\_\_\_ sanitary conditions.  
(A) maintenance  
(B) maintaining  
(C) to maintain  
(D) maintain

3. The latest economic statistics seem \_\_\_\_\_ an upturn in the economy.

- (A) pointing to
- (B) a prediction
- (C) to indicate
- (D) demonstrating

4. Animal rights groups are opposed \_\_\_\_\_ health and beauty products on animals.

- (A) to test
- (B) testing
- (C) tests of
- (D) to testing

5. My father taught \_\_\_\_\_ skeptical of claims made by advertisers.

- (A) me to be
- (B) to be
- (C) my being
- (D) for me to be

6. \_\_\_\_\_ here is not permitted.

- (A) Park
- (B) You can park
- (C) Having parked
- (D) Parking

7. Did you have your assistant \_\_\_\_\_ this report?

- (A) edit
- (B) editing
- (C) an edition
- (D) to edit

8. I intend to stop \_\_\_\_\_ after January 1.

- (A) to smoke
- (B) smoking
- (C) smoke
- (D) smokes

9. I watched the man \_\_\_\_\_ the sign.

- (A) paint
- (B) to paint
- (C) painted
- (D) was painted

10. Atsuko is going to Vancouver \_\_\_\_\_ some of her clients.

- (A) for to visit
- (B) visiting
- (C) to visit
- (D) visit

11. Please complete the paperwork before \_\_\_\_\_ in line.

- (A) to stand
- (B) be
- (C) wait
- (D) getting

12. Did you get someone \_\_\_\_\_ your car?

- (A) wash
- (B) washed
- (C) washing
- (D) to wash