

Oxford Practice Grammar

Advanced

With answers

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Introduction

The Oxford Practice Grammar series

The *Oxford Practice Grammar* is a series of three books, each written at the right level for you at each stage in your study of English. The series is intended for your use either in a classroom or when working independently in your own time.

The books are divided into units, each of which covers an important grammar topic. Each unit starts with an explanation of the grammar and this is followed by a set of practice exercises. Tests at the end of each unit or section of units give the opportunity for more practice and enable you to assess how much you have learned. Answers to the exercises and the tests are given at the back of the book.

You may want to choose the order in which you study the grammar topics, perhaps going first to those giving you problems. (Topics are listed in the Contents page at the front of each book and in the Index at the back.) Alternatively you may choose to start at the beginning of each book and work through to the end.

An interactive CD-ROM is included at each of the three levels, offering alternative ways to practise. You can recognise and correct written mistakes, and you can also take part in spoken dialogues, you can record and listen to your own voice and learn to speak more naturally.

Exam practice

The first level in the series is *Oxford Practice Grammar – Basic*. This is suitable for elementary to pre-intermediate learners, and those working for the PET exam. The second is *Oxford Practice Grammar – Intermediate*, for students who are no longer beginners but are not yet advanced in their use of English.

It is suitable for those studying for the Cambridge FCE. *Oxford Practice Grammar – Advanced* is for those who have progressed beyond the intermediate level and who wish to increase their knowledge of English grammar and become more confident when using it. It helps students prepare for CAE, CPE, IELTS, and other advanced-level exams.

Oxford Practice Grammar – Advanced is for more advanced students who have already studied English grammar at the middle or intermediate level. It can be used by students working alone in study groups, or while attending classes.

The book consists of seventeen units, providing a complete review of the grammar of contemporary English. Within each unit there are separate sections on specific features (e.g. 'The uses of the passive') and problem areas (e.g. 'Present Perfect or Past Simple?'). Each section consists of explanations of grammar points, with examples, plus a number of exercises on the same page or the facing page. At the end of each unit there is a two-page test. Answers for all the exercises and tests are provided in the Answer key (page 220). There is also a Glossary (page 265) explaining the meaning of all grammatical terms used.

Using this book

This book can be used in a number of ways.

- You can use it as a reference guide for clear and concise explanations of particular points of English grammar. Each explanation is followed by examples of correct use in context, with advice on common errors to avoid. For easy reference, each separate topic is presented in a heading at the top of the page. All unit and section topics are listed in the Contents (page v) and in the Index (page 273).

- You can use the book as a workbook in which you write answers to complete the exercises. You can then check in the Answer key to see whether your answers are correct. If you find you have an incorrect answer, you can look at the relevant grammatical point on the accompanying page for an explanation, with examples of what is correct.
- You can use the book as a textbook, beginning on the first page and working at your own pace to the end. This allows you to treat each topic as equally important in a comprehensive review of English grammar. The unit topics are not presented in order of difficulty, but follow a sequence similar to that used in many textbooks.
- You can also use the book to create your own grammar course, working through all or part of a section or unit and completing selected exercises or tests. You can use the cross-references at the bottom of each page of explanation to guide you to other relevant sections. Because the grammar topics are not presented in order of difficulty, you can work on the topics in any order you choose.
- In the **dictionary exercises**, you choose appropriate grammatical forms to complete definitions of words and phrases. These exercises expand your vocabulary and help to develop your ability to create clear and grammatically accurate descriptions (page 7, Exercise 8).
- In the **matching exercises**, you add appropriate grammatical forms to a sentence, part of a sentence, or a question, in order to create a meaningful connection with another sentence. These exercises improve your ability to produce more complex spoken and written English while ensuring that it is grammatically accurate (page 7, Exercise 9).
- In the **editing exercises**, you read through a paragraph checking for grammatical mistakes and providing corrections where necessary. These exercises help to develop your ability to write longer texts in English with increased grammatical accuracy (page 9, Exercise 13).
- In the **numbering exercises**, you complete the connection between explanation and example by choosing the number of the example that best illustrates the explanation. These exercises provide an opportunity to take a more interactive role in creating a connection between your ability to understand English and your knowledge of the grammatical rules of English (page 12, Exercise 17).
- In the **test exercises**, you provide answers in a range of different formats used in examinations such as IELTS, the Michigan Test, and the Cambridge Proficiency. These exercises allow you to become more familiar with examinations at the advanced level and to work with authentic texts by authors such as Lewis Carroll, Bruce Chatwin, Nora Ephron, Magnus Mills, and many others (pages 14–15).

Special features

In addition to traditional types of exercises, there are a number of innovative grammar exercises in this book specifically designed for students who are becoming more advanced in English.

- In the **summary exercises**, you choose appropriate grammatical forms from a longer text in order to complete a short summary of that text. These exercises help you to improve your ability to create grammatically accurate reports of what you have read (page 2, Exercise 2).