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FACILITY DRILLS - EXERCISES

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A vertical blue line on the left side of the page and a series of horizontal blue lines on the right side, creating a ruled area for writing.

EX19-1

6 [o . v) - e r i b a i e x

g [e . v . v x

. f . o . v . e . x

✓ f / - v b u x

. o . v . e . x

✓ f / - v b u x

EX19-2

v o l i e x

g [e . v . v x

. f . o . v . e . x

✓ f / - v b u x

. o . v . e . x

✓ f / - v b u x

EX19-3

. o . v . e . x

g [e . v . v x

. f . o . v . e . x

✓ f / - v b u x

. o . v . e . x

✓ f / - v b u x

EX19-4

. o . v . e . x

g [e . v . v x

. f . o . v . e . x

✓ f / - v b u x

. o . v . e . x

✓ f / - v b u x

EX19-5

۴ نر ۶ ک ل ۲ ۱ ۶

۴ س ۱ ۶ ۲ ۱ ۶

۴ ف ۱ ۶ ۲ ۱ ۶

۴ م ۱ ۶ ۲ ۱ ۶

۴ ل ۱ ۶ ۲ ۱ ۶

۴ ا ۱ ۶ ۲ ۱ ۶

EX19-6

۴ ا ۱ ۶ ۲ ۱ ۶

۴ م ۱ ۶ ۲ ۱ ۶

۴ پ ۱ ۶ ۲ ۱ ۶

۴ ک ۱ ۶ ۲ ۱ ۶

۴ ل ۱ ۶ ۲ ۱ ۶

۴ ا ۱ ۶ ۲ ۱ ۶

EX19-7

۴ نر ۶ ک ل ۲ ۱ ۶

۴ س ۱ ۶ ۲ ۱ ۶

۴ ف ۱ ۶ ۲ ۱ ۶

۴ م ۱ ۶ ۲ ۱ ۶

۴ ل ۱ ۶ ۲ ۱ ۶

۴ ا ۱ ۶ ۲ ۱ ۶

EX19-8

۴ ا ۱ ۶ ۲ ۱ ۶

۴ م ۱ ۶ ۲ ۱ ۶

۴ پ ۱ ۶ ۲ ۱ ۶

۴ ک ۱ ۶ ۲ ۱ ۶

۴ ل ۱ ۶ ۲ ۱ ۶

۴ ا ۱ ۶ ۲ ۱ ۶

EX19-9

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 ۴ ط ا ه ب و د ج ح
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EX19-10

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EX19-11

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EX19-12

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EX19-13

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 ۳. ۱۰۰ (۱۰۰) ۱۰۰
 ۴. ۱۰۰ (۱۰۰) ۱۰۰
 ۵. ۱۰۰ (۱۰۰) ۱۰۰
 ۶. ۱۰۰ (۱۰۰) ۱۰۰

EX19-14

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 ۴. ۱۰۰ (۱۰۰) ۱۰۰
 ۵. ۱۰۰ (۱۰۰) ۱۰۰
 ۶. ۱۰۰ (۱۰۰) ۱۰۰

EX19-15

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 ۴. ۱۰۰ (۱۰۰) ۱۰۰
 ۵. ۱۰۰ (۱۰۰) ۱۰۰
 ۶. ۱۰۰ (۱۰۰) ۱۰۰

EX19-16

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 ۲. ۱۰۰ (۱۰۰) ۱۰۰
 ۳. ۱۰۰ (۱۰۰) ۱۰۰
 ۴. ۱۰۰ (۱۰۰) ۱۰۰
 ۵. ۱۰۰ (۱۰۰) ۱۰۰
 ۶. ۱۰۰ (۱۰۰) ۱۰۰

EX19-17

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

EX19-18

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

EX19-19

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

EX19-20

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

Handwritten shorthand for 'The end of the world'.

EX19-21

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

EX19-22

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

EX19-23

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

EX19-24

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

Handwritten cursive script on a blue-lined background.

EX19-25

✓ ۱۱۱۱ - کسے لایا

✓ - - - - - کسے لایا

✓ ۱۱۱۱ - کسے لایا

✓ - - - - - کسے لایا

✓ - - - - - کسے لایا

✓ ۱۱۱۱ - کسے لایا

EX20-1

✓ ۱۱۱۱ - کسے لایا

✓ ۱۱۱۱ - کسے لایا

✓ ۱۱۱۱ - کسے لایا

✓ ۱۱۱۱ - کسے لایا

✓ ۱۱۱۱ - کسے لایا

✓ ۱۱۱۱ - کسے لایا

EX20-2

✓ ۱۱۱۱ - کسے لایا

✓ ۱۱۱۱ - کسے لایا

✓ ۱۱۱۱ - کسے لایا

✓ ۱۱۱۱ - کسے لایا

✓ ۱۱۱۱ - کسے لایا

✓ ۱۱۱۱ - کسے لایا

EX20-3

۱. انا ريتا، انا ريتا، انا ريتا
 ۲. انا ريتا، انا ريتا، انا ريتا
 ۳. انا ريتا، انا ريتا، انا ريتا
 ۴. انا ريتا، انا ريتا، انا ريتا
 ۵. انا ريتا، انا ريتا، انا ريتا
 ۶. انا ريتا، انا ريتا، انا ريتا

EX20-4

۱. انا ريتا، انا ريتا، انا ريتا
 ۲. انا ريتا، انا ريتا، انا ريتا
 ۳. انا ريتا، انا ريتا، انا ريتا
 ۴. انا ريتا، انا ريتا، انا ريتا
 ۵. انا ريتا، انا ريتا، انا ريتا
 ۶. انا ريتا، انا ريتا، انا ريتا

EX20-5

۱. انا ريتا، انا ريتا، انا ريتا
 ۲. انا ريتا، انا ريتا، انا ريتا
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 ۴. انا ريتا، انا ريتا، انا ريتا
 ۵. انا ريتا، انا ريتا، انا ريتا

EX20-6

۱. انا ريتا، انا ريتا، انا ريتا
 ۲. انا ريتا، انا ريتا، انا ريتا
 ۳. انا ريتا، انا ريتا، انا ريتا
 ۴. انا ريتا، انا ريتا، انا ريتا
 ۵. انا ريتا، انا ريتا، انا ريتا

EX20-7

Handwritten shorthand for 'The end of the world' (The end of the world)

Handwritten shorthand for 'The end of the world' (The end of the world)

Handwritten shorthand for 'The end of the world' (The end of the world)

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Handwritten shorthand for 'The end of the world' (The end of the world)

Handwritten shorthand for 'The end of the world' (The end of the world)

EX20-8

Handwritten shorthand for 'The end of the world' (The end of the world)

Handwritten shorthand for 'The end of the world' (The end of the world)

Handwritten shorthand for 'The end of the world' (The end of the world)

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EX20-9

Handwritten shorthand for 'The end of the world' (The end of the world)

Handwritten shorthand for 'The end of the world' (The end of the world)

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EX20-10

Handwritten shorthand for 'The end of the world' (The end of the world)

Handwritten shorthand for 'The end of the world' (The end of the world)

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Handwritten shorthand for 'The end of the world' (The end of the world)

EX20-11

۳۱۳ ص ۱۰۰ (بج)

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۳۲۵ ص ۱۰۰ (بج)

EX20-12

۳۲۶ ص ۱۰۰ (بج)

۳۲۷ ص ۱۰۰ (بج)

۳۲۸ ص ۱۰۰ (بج)

۳۲۹ ص ۱۰۰ (بج)

۳۳۰ ص ۱۰۰ (بج)

۳۳۱ ص ۱۰۰ (بج)

EX20-13

۳۳۲ ص ۱۰۰ (بج)

۳۳۳ ص ۱۰۰ (بج)

۳۳۴ ص ۱۰۰ (بج)

۳۳۵ ص ۱۰۰ (بج)

۳۳۶ ص ۱۰۰ (بج)

۳۳۷ ص ۱۰۰ (بج)

EX20-14

۳۳۸ ص ۱۰۰ (بج)

۳۳۹ ص ۱۰۰ (بج)

۳۴۰ ص ۱۰۰ (بج)

۳۴۱ ص ۱۰۰ (بج)

۳۴۲ ص ۱۰۰ (بج)

۳۴۳ ص ۱۰۰ (بج)

EX20-15

• (λ x) - (م ط م) (ا)

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EX20-16

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EX20-17

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EX20-18

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EX20-19

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EX20-20

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EX20-21

۴ ۶ ۶ ۶ ۶ ۶ ۶ ۶ ۶ ۶
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EX20-22

۴ ۶ ۶ ۶ ۶ ۶ ۶ ۶ ۶ ۶
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EX20-23

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EX20-24

۴ ۶ ج ۶ ج ۶ ج ۶ ج ۶ ج
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EX20-25

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EX20-26

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 ۴ ۶ ج ۶ ج ۶ ج ۶ ج ۶ ج
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EX20-27

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EX20-28

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 ۴ م م م م م م م م م م
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EX20-29

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EX20-30

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Handwritten shorthand symbols on a blue-lined background.

Handwritten shorthand symbols on a blue-lined background.

Handwritten shorthand symbols on a blue-lined background.

Handwritten shorthand symbols on a blue-lined background.

Handwritten shorthand symbols on a blue-lined background.

Handwritten shorthand symbols on a blue-lined background.

A series of horizontal lines on the right side of the page, intended for handwriting practice.

EXERCISE 19(A)

1

This dog is a pet so you can safely pat its head.

Spotty the dog dug a pit in the park.

A tot is a small kid who can just walk.

We taught our cat to raise its foot.

A cheat is likely to take things for themselves.

Cut the fat out of the meat for me.

2

I might have to meet Pat Watt tomorrow.

I thought he might omit to take a note on his pad.

She tied a neat knot to make a nice bow.

I will have to shoot off for my bus at five.

You must shut the door and wait for me inside.

Make a note of the weight of all these hot meals.

3

The heat in the small hut was far too high.

He had a big yacht and yet he was not happy.

I had hoped they might opt to go on Monday.

He stopped the car and wiped all the windows.

Her leg itched so she wrapped some wet things on it.

He fetched his tools and earthed the wires.

4

He has berthed his boat and has stitched up the sails.

I marched into the café as I was parched with the heat.

She liked to act out the stories she read in the books.

The notice said those who smoke on site may be sacked.

We packed our bags and talked of our holidays.

The baby choked on the food which was too sloppy.

5

The kids asked for some juice with the meal.

The lift is now staffed and soft seats put in.

You are a saint dealing with those stinging ants.

She was taught the art of making iced cakes.

I like to study the art of both the east and west.

She was hurt by the news and her heart was sad.

EXERCISE 19(B)

6

Dad said the food in the Jade Hotel was bad.

I met up with the boss of the shop James Judd for lunch.

I bid loads of money for the item but it did no good.

They all vied to be the first to get a bid in for it.

The page was empty and void, so I wrote in a large zed.

I rubbed the sting which eased it in a small way.

7

He stabbed his fork into the hot meal.

The small boy sobbed as his book page got smudged.

I am not happy the staff have fudged the details.

He was aged six when he came to this city.

She edged the top with lace but the sides sagged.

We have now tagged the dog so it does not get lost.

8

The bus chugged along the narrow village roads.

I have sieved the soil so I can put in my tomatoes.

The knife was sheathed in a large case.

He mouthed some things but I was not listening to him.

When she bathed the cuts, it soothed them.

The soup oozed out of the hole in the packet.

EXERCISE 19(C)

9

The pads fell off the bench with a loud thud.

Ted paid for some cod and peas in the pod.

He was not stupid, he keyed in the right code.

The dog's lead was tied to the post.

The cat toed the door to get into the house.

The toad hid in the shade of the leaves.

10

The colour is going to fade if you keep it in the sun.

They showed us the wide scene at the hotel window.

They like to wade in the beck in the woods.

The dog hid his head at the back of the sofa.

If a thing moves side to side, you can say it has yawed.

The bat likes to bite on the moths which are its food.

11

My large boat is a bit like a small ship.

The village team beat the city team by two goals.

My aunt Dot is going to chide the dog who chewed the sofa.

A jet of goat's milk came out of the hole in the vat.

The steep hill juts out far into the bay.

I must get the vet to see my cat, as it fell into a deep pit.

EXERCISE 19(D)

12

I have pitted the cherries and potted up the tomato seedlings.

He batted the ball and guided it into the net.

The whole of the scenery was coated in snow and ice.

He may receive a coded message in an envelope.

I chatted to the staff but omitted to take notes.

The room jutted out into the small pathway.

13

The vet noted the dog's fur was all matted and dirty.

He slotted the wood into the space in the box.

As the sun heated the air, the snow melted away.

He smelted the waste items at his workshop in the factory.

If they repeat the errors, they will have wasted time.

I am sorry to say she has repeated all those errors.

14

The changes in the staff hours are far too rapid for them.

The fox was rabid and passed it on to the rabbit.

I wrote out the alphabet and attached it to the page.

We have had a long debate on the pages of the budget.

I was dubbed a fool for using the wrong debit details.

Can you renovate the room for us fairly soon?

EXERCISE 19(D) (cont)

15

He renovated the house but is unfit to work on the wiring.

The minister has unified all the different cities.

I am indeed going to study for many hours for my test.

We have a good system ready to expedite this work.

She gave them a good method for doing the job.

I possessed a key to the house and so accessed it easily.

16

They sighted the car as it sped along the road.

I wish to be seated at the top so I can see the show.

I have seeded the back which will fill all the bare patches.

The sky was studded with pale looking stars.

He studied law and history for many years.

She thinks she is suited to the job of working in a shop.

EXERCISE 19(E)

17

The boy is a much valued asset to this firm.

The vessel in the lab was full of acid.

He laid aside his job to help his dad at the farm.

He always jokes as an aside to his usual talk.

It is now high tide but it will abate in an hour.

All the folks in the hall sang the hymn Abide With Me.

18

The rare animal's abode is up in the high hills.

I have added up all the sums on the page.

Joe aided me in getting the office work ready.

I have to edit my book pages all next week.

The firm are doing an audit of the books this week.

The noise of the bangs echoed off the hills.

19

We shall stay at the hotel right on the beach.

Our family always stays in the same house.

We stayed at this lovely seaside villa last year.

My aunt Pat is a nice but staid lady.

It will take some time to stow all the bags in the car.

How many boxes have you stowed in the back?

EXERCISE 19(F)

20

It is a pity the sheep fell into the big deep pit.

He was bad at keeping his body healthy and in shape.

Tat is something worthless and tatty is how it looks.

I write to my dad but when we talk I say daddy.

She likes to chat on the job but she is far too chatty.

Jude is a wit but Judy writes witty books.

21

I have a new kit in a bag to make a soft kitty toy.

She had a good walk but became giddy on the steep hills.

This cake is too fatty and if I eat it I will get fat.

We saw the vet but he had to veto the farm methods.

She likes to eat meat but this soup is much too meaty for her.

This nutty cherry cake has too many nuts.

EXERCISE 19(G)

22

I am quite happy with the job and could do it for a long time.

It was quite hot at the beach and we wished to go for a swim.

I have sent that item and I hope that is what you wished.

We can do without all these staff for this small job.

The kid was without shoes and wished to be sent home.

If they have anything to sell, we can do something for them.

23

Do something, anything, but you must not do nothing!

I was altogether hurt by what that lady had said.

The cost of posting the boxes was five dollars altogether.

The team were all together in the room at the same time.

We have got as much as we can out of the study books.

He has to pay that bill, inasmuch as he asked them to do it.

24

The bank says that the house is as large as we can pay for.

I have cut the wood as large as he asked me to do.

We have so much to do and too much to think of as well.

He asked me how much I paid for that coat.

That office is so large, we had to make it into two rooms.

That bill is too large, we were unaware of how large it was.

25

We can buy the villa and we could do it up.

We could go to Italy if we could save our money.

I can do this job but I could take a long time.

I can see him today but I could not give him an answer.

You can come to the party but you could not stay long.

We can do that for them but we could not get paid.

EXERCISE 20(A)

1

I will see if I can get all the spots off the pots.

The farm boys are digging out all the muddy pits.

The tots are sleeping in the warm soft beds.

We are going to make some bids for these high value goods.

The ladies were having many chats on the subject of cats.

Buy a jacket that fits and that avoids looking too loose.

2

Too big a workload in a day jades the senses.

His thoughts were always on how to keep his assets safe.

This layout for the office omits all the desks and mats.

They took some shots of the fish in the nets.

They had some debates on the new methods of selling.

If he expedites the new stock, the shop can sell the hats.

3

The high tide wets the top of the jetty two times each day.

"Bidst" and "didst" are always used with the historic "thou".

Thou bidst me to come but thou didst not see me.

I have paid my taxes and repaid all the debts.

The bill for the work on the house is still unpaid.

EXERCISE 20(A) (cont)

4

I like to write code and I can soon encode all this stuff.

If you can read code, you can easily decode what it says.

Bill keyed in the door code but Jack miskeyed it.

I can take rapid notes for you when you do your talk.

I have noted what he said and also noted the date he said it.

She inked the page of text and took a first copy of it.

EXERCISE 20(B)

5

All the windows of the house had a coating of ice.

The boys are acting out a historic scene.

The scene involves some fighting on top of a castle.

We are avoiding the city for shooting our film.

I am waiting for the heating firm to repair the boiler.

I saw them lifting all the boxes into the car.

6

I saw Betty patting the new dog on the head.

Our customers are opting to wait for our sales days.

As I was spotting animals, I saw the dog hurting the sheep.

He was chatting to those who were bidding at the sale.

You are omitting to put in the dates of the meetings.

I will be deeding the house and goods to my family.

EXERCISE 20(C)

7

She had an awful pout on her face all day long.

The spout on the teapot spewed the tea too fast.

I will write about all the things that they did.

He had a bout of illness and some doubt about his job.

He bowed his head and thanked them for coming.

We are endowed with enough money to buy that car.

8

We queued all day to buy the cute soft toys for her birthday.

He had an acute attack of asthma on the day of the meeting.

The car skewed off the road and hit the house.

She vowed never to come back to that bad hotel.

She is an avowed purist who writes books about her views.

We viewed the factory and spoke to them about the dispute.

9

The firm has issued a notice to refute what they said.

We are not happy that the family has this feud going on.

The kid was pouting and spouting about how unfair it was.

I am not doubting that they were disputing the rate of pay.

I will be refuting all that the officer has said about it.

We are working to put a stop to all this feuding.

10

When she pouts, her face is awfully sad looking.

We have fixed the pipe spouts on the side of the house.

He firmly refutes what they say about the disputes.

They have had several bouts of illness this year.

He doubts if they can fix the items for us.

The feuds are going to cause much hurt for the families.

11

Last night was good but the first two nights were bad.

Some say that the sky does not have a finite length or size.

My holiday is for a fortnight and I leave in a fortnight's time.

I will ignite the match, so that it ignites the fire wood.

Lignite is a type of coal and some lignites are a light colour.

The cat likes night-time when it can go out catching mice.

12

Getting to the meeting on time was quite a nightmare.

The fighting of the dogs is giving me nightmares.

A nightcap is to keep your head warm at night.

The noisy foxes walk right past our house nightly.

This book has ignited a desire to write a book of my life.

The heat of the fire is igniting the dead wood in the forest.

EXERCISE 20(D)

13

The cat walked softly on the path to the house.

It swiftly caught a mouse that came out of its hole.

We can fitly speak of the dog as our good buddy.

He wrote exactly what we said on his notepad.

She wrote vividly about her time in the United States.

He has studied these business methods avidly.

14

He was deservedly caught in the act by the officer.

She put the new sheets next to the bedpost.

The aptness of what he wrote caused the book sales to rise.

The badness of his acts caused the judge to jail him.

We may arrive late due to the tightness of the schedule.

The deadness of the forest was caused by the heavy snow.

15

The room was dotted with loose items so I tidied them up.

He dictated the notes, I edited them and dated all the pages.

The firm that audited the books is situated in the city.

I hesitated to pat the dog as it looked quite agitated.

They are devastated that the days off are not being rotated.

His attitude is that the notes of the meeting must be restated.

16

The firm states that the staff are good at doing these jobs.

All the facts that we know about were stated at the meeting.

Paula is quite sedate, and likes to sit and chat in the park.

The horse had to be sedated so the vet could work with it.

The scene was quite static, with no animals moving about.

The static in the rug might give you quite a shock.

EXERCISE 20(D) (cont)

17

We saw a multitude of sheep walking past the farm.

Multitudes of tourists were walking along the city roads.

The exactitude of his notes is quite amazing.

I think he does not have the aptitude to do this type of work.

His rectitude when talking to them is a good thing.

I think that his getting that job is not in the least a certitude.

EXERCISE 20(E)

18

I have sent them the details of the hotel at which we stayed.

I have a busy schedule of work all this week.

All this snow does not deter me in the least.

The horse lives in a paddock at the bottom of the hill.

I wish to have the name of that academy he spoke about.

This new academy is situated right next to the hotel.

19

You must detach the form that is at the bottom of the page.

Our new house in the avenue is detached on all sides.

I will dedicate my book to all of our dedicated staff.

I can deduct this money but some of it is already deducted.

I will see if I can detect what is going on at the factory.

We have detected an error in the wiring of the house.

20

The deck of the boat was bedecked with pots and tubs.

This horse is shod but I see those horses are still unshod.

The subject of how hot it could get was hotly debated.

He was haughty, spoke haughtily, his haughtiness was awful.

The deck is wet and its wetness may make you slip.

I have weighty things to do but the weightiness is too heavy.

EXERCISE 20(F)

21

I piped the icing onto the cake and popped it in the box.

My dog's name is Poppet and he bobbed about in the pool.

The kid bopped the cat on the head with a page of his book.

I have now mapped all the roads, paths and hills in this village.

She cooked a meal which we judged to be the best.

The car was caked in muddy ice when it came back.

22

This part is clogged so that it makes the next part move.

I like the house to stay safe, so I locked the doors at night.

I looked for that bike but could not locate a dealer that sells it.

We like to select the best type of cake for the café.

A legate is an envoy who works for a higher officer.

They have now logged all the data on the website for us.

23

The firm has logged the whole forest this year.

I have lagged the pipes in the house in case it gets icy.

All these errors are going to affect your exam pass.

What you study is going to affect your choice of job.

The effect of the sun was to make the beach stones too hot.

Wash all the food so it does not infect the meal.

24

It is a fact that they had faked the name on the bank cheque.

The car window was fogged so I wiped it off.

He defied his fatigue, to navigate the yacht back to the bay.

That essay took a minute but checking took sixty minutes.

I saw a minute spot of red ink on the page of the book.

You must laminate the notice and put it on the office door.

25

I nominate Alice Leigh tonight for this highly paid job.

This new book of his is going to disseminate all his thoughts.

A tenet is a thing that is held to be the right thing to do.

This mark in the text denotes you should read the footnote.

I will animate the story of the bear and donut into a film.

A thing that is inanimate is not alive and is not moving.

EXERCISE 20(G)

26

The poor family has no access to food that is pure.

The high cost of the repair has caused us to lose money.

The car smash was fatal and it is futile to wish it was not so.

He was fatally stabbed and the accused denied it all futilely.

The next item in the show is our newest design for coats.

I saw a shiny nugget and an ingot of steel in the workshop.

27

It is a thankless task and folks can be so thoughtless.

They worked tirelessly and thanklessly for long hours.

He was going on quite thoughtlessly, with too many details.

If you deal honestly with customers, they will come back.

The kids were sitting nicely with the toys in the living room.

This item is for the list and that item is off the list.

28

The boys avoid going past the vicious dog.

The staff evade the rules and say they were not given them.

We must invite these folks but not let those lads invade.

The sparrows rose in the sky to quite a high altitude.

The map shows that the city is located at a southerly latitude.

Fortunately I only have to go to the office fortnightly.

29

This package is for those in the old house up the road.

The cake is for this family and the donuts are for these boys.

Ask him if these are the right items and if those are wrong.

Ask the customer if this was what he was looking for.

Take my bike to those boys and give the boxes to these boys.

I am taking the bus to this office each day at six.

EXERCISE 20(G) (cont)

30

He has a photo of me and I also have a photo of him.

Give the pages to me and take that book to him.

This package is for me and that box of books is for him.

The money saved for the year is for her to buy some toys.

It is now for her to decide who does the audit for the year.

It is quite usual for her to pay for the costs for the year.

31

I shall go to the bay, as I wish to swim in the sea.

When I wish to go to the bank, I shall take the city bus.

We shall go to the hotel and when we wish we can eat.

I will eat some of those tomatoes and a piece of this pear.

I will buy two of those hats and four of these pairs of socks.

I think the kids would like to have some of this cash.

