

Institutionen för engelska
Umeå Universitet

KEY TO SELF STUDY QUESTIONS 4

Verbs 2: Mood, Voice and Modality

VERBS

Auxiliaries (Hjälppverb)

Must, used to, dare, need, may

1. They have not BEEN ABLE TO (kunnat) deliver the goods in time.
2. He USED NOT TO / DID NOT USE(D) TO discuss such matters with his employees.
3. We had BEEN ALLOWED TO (fått lov (tillåtelse) att) study the patent in every detail.
4. Mr. Brown had HAD TO (blivit tvungen) approach his bank about another loan.
5. He DARED NOT / DID NOT DARE TO (vågade inte) raise the subject.
6. You NEED NOT / DO NOT NEED TO (behöver inte) fill in that form.
7. We MUST NOT (får inte) give in to their demands.
8. You MAY (får) use the phone for local calls only.

"Skulle"

Should or would?

1. Bring the invoice in case the customs **should** / would want to see it.
2. We depend on two or three big customers. We **should** / would try to expand our business contacts.
3. He said he should / **would** be here at 7. (även should i betyd. "borde")
4. What are you doing here? You **should** / would be in London by now.
5. I wish you shouldn't / **wouldn't** ask so many questions.
6. It's irritating that we **should** / would be late again.
7. I suggested that he **should** / would take a taxi.
8. They should / **would** buy it if they could afford it.
9. He should / **would** like to go if he could.
10. You **should** / would produce a market study for your new product.
11. I **would** / should help you if I could.

Translate these sentences, please:

1. Du skulle tala med din advokat om detta.
You should talk to your lawyer about this
2. Han sa att han skulle tänka på saken.
He said he would think about it
3. Jag tycker vi skulle hjälpa dem.
I think we should help them
4. Hon hoppades att arbetet skulle vara trevligt.
She hoped the job would be nice
5. De insisterade på att han skulle ta jobbet.
They insisted that he should take the job
6. Vi skulle träffas klockan 3.
We were (supposed) to meet at three
7. Skulle det där vara roligt?
Was that supposed to be funny?
8. Du skulle ha sagt det tidigare.
You should have said so earlier

9. Han ville veta när mötet skulle äga rum
He wanted to know when the meeting was to take place
10. Jag skulle just ringa dig, när....
I was (just) about to phone you when...
11. Ta nyckeln, om ni skulle bli sena.
Take the key if you should be late
12. Han föreslog att vi skulle ändra kontraktets ordalydelse.
He suggested that we should change the wording of the contract
13. Det skulle vara till stor hjälp om ni...
It would be a great help if you...
14. Om det skulle bli några problem, ring mig genast!
If there should be any problems, phone me at once
15. De krävde att han skulle komma.
They demanded that he should come
16. Verställande direktören försäkrade oss att banken skulle bevilja oss lånet.
The managing director assured us that the bank would grant us the loan.
17. Om jag kunde skulle jag försöka övertyga styrelsen om att...
If I could, I would try to convince the board that...
18. Det beslutades att en fullständig rapport skulle upprättas.
It was decided that a complete report should be drawn up.
19. Det skulle vara oklokt att inte stödja beslutet.
It would be unwise not to support the decision.
20. De skulle försöka öka sin produktionskapacitet.
They were going to try to increase their production capacity. (även "should" i betydelsen "borde")
21. Vi skulle träffas på flygplatsen men han dök aldrig upp.
We were to / were supposed to/were going to meet at the airport but he never showed up.
22. Han skulle få ångra sitt beslut.
He was to regret his decision.
23. Enligt rapporten skulle hela sändningen ha förstörts.
According to the report the whole shipment has been destroyed.
24. Om han skulle vinna skulle det bli stora förändringar.
If he was to win, there would be great changes.
25. Det här skulle vara er bästa kvalitet, men det visar sig nu att...
This was supposed / said to be your best quality
26. Vi hoppades att vi inte skulle bli tvungna att ta till rättsliga åtgärder mot dem.
We hoped that we would not have to take legal action against them
27. Skulle han verkligen vara så duktig?
Is he really that good?
28. Ingen vet. Det skulle i så fall vara John.
Nobody knows, except perhaps John.
29. En kopp te skulle vara gott.
A cup of tea would be nice
30. De sa att de kanske skulle höra av sig.
They said that they might get in touch with us
31. Vad skulle du göra i mitt ställe?

What would you do in my place?

32. Jag skulle tala med revisorn om jag var du.

I would talk to the accountant if I were you

34. Om vi hittade en köpare, skulle vi sälja direkt.

If we found a buyer we would sell at once

"Ska"

1. Vad ska vi göra?

What shall we do

2. Ska du delta i konferensen?

Will you attend the conference?

3. De ska vara tillbaka klockan fem.

They are (supposed) to be back at five

4. Vi måste skynda oss om vi ska hinna med planet.

We have to hurry if we are to catch the plane

5. Ska vi leverera varorna på er hemadress?

Shall we deliver the goods to your home address?

6. Hon ska få sina pengar på ett eller annat sätt.

She shall have her money, one way or another

7. De ska just åka till stationen.

They are (just) about to leave for the station

8. De ska åka till Rom idag.

They are leaving for Rome today.

9. Du ska inte fylla i det där formuläret.

You are not supposed to fill in that form

10. (Jag har blivit kallad till huvudkontoret.) Jag ska vara där kl. 5.

I am (supposed) to be there at 5

11. Om vi ska lyckas, måste vi arbeta hårt.

If we are to succeed we have to work hard

12. Jag ska ta med Mr. Harrison på lunch i morgon.

I'm taking Mr. Harrison to lunch tomorrow.

The passive

Change these active sentences into passive ones. Make sure you get the tense right (i.e. you should use the same tense as in the active sentence). If you feel that a sentence sounds unnatural with an agent, you may omit that part of the passive sentence.

1. The chairman has changed that clause in the contract.

That clause in the contract has been changed by the chairman

2. The shipping agents will unload the freighter on Monday.

The freighter will be unloaded on Monday by the shipping agents.

3. We were investigating the matter.

The matter was being investigated

4. They had put the company in a position where it might have to....

The company had been put in a position where

5. We will deliver your goods f.a.s Hull.

Your goods will be delivered

6. He extended the deadline by one month.

The deadline was extended

7. He will accompany you to the concert.

You will be accompanied

8. I had tabled a full report on the incident.

A full report had been tabled

9. We air-freighted your order a week ago.

Your order was air-freighted

10. Our sales manager is personally attending to this shipment.

This shipment is being attended to by our sales manager

11. Someone will surely bring up the question at our next meeting.

The question will surely be brought up...

12. We enclosed a list of our electronic products.

A list of our electronic products was enclosed

13. The customs were holding the goods due to insufficient documentation.

The goods were being held by the customs

14. The board of directors is discussing the matter.

The matter is being discussed by

15. Smith & Wesson has confirmed the booking.

The booking has been confirmed

16. Mr. Bent of Aerospace Products Ltd. was checking the speed control device.

The s.c.d was being checked by

17. We had placed large orders with them.

Large orders had been placed with them

18. Our sales department always informs our customers about our terms of payment.

Our customers are always informed about

19. The reporter was interviewing one of the salesman.

One of the salesmen was being interviewed by

20. The company had sold all X-rite shares.

All X-rite shares had been sold

21. They are discussing the matter right now.

The matter is being discussed ...

22. Mr. Lloyd has invited our opinion.

Our opinion has been invited by Mr. Lloyd

23. We will notify them as soon as possible.

They will be notified as soon as possible

24. The manager will have to deal with this problem.

This problems will have to be dealt with by the manager

25. We had axed the ST project several months ago.

The ST-project had been axed several months ago

26. The stores manager will look into our stock position.

Our stock position will be looked into by the store manager

27. The board dismissed his comments as headline-seeking.

His comments were dismissed as... by the board

28. They have refused a further injection of funds.

A further injection of funds has been refused

29. The auditors are scrutinizing the final balance sheet.

The final balance sheet is being scrutinized by the auditors

30. The European Court is likely to impose a penalty of Ecu 1 million.

A penalty of Ecu 1 million is likely to be imposed by the E.C

The subjunctive

Translate these sentences using the subjunctive instead of the should-construction.

1. Vi rekommenderar att han kontaktar banken i detta ärende.

We recommend that you contact the bank in this matter

2. Ert förslag att hon ska få tjänsten stöds inte av styrelsen.

Your proposal that she get the job is not supported by the board.

3. Det är mycket viktigt att han inte känner till alla detaljer.

It is very important that he not know all the details

4. Vi fick en begäran om att lånet skulle återkallas.

We received a request that the loan be called in.

5. Det bestämdes att fackrepresentanten inte skulle få lov att delta i mötet.

It was decided that the union representative not be allowed to attend the meeting

6. Han insisterade på att jag skulle ringa honom senare.

He insisted that I phone him later

7. Hon krävde att mannen inte skulle sparkas.

She demanded that the man not be fired

8. Lagen föreskriver att tre betalningspåminnelser ska tillställas gäldenären innan

The law prescribes that three reminders to pay be sent to the debtor before..

9. Jag föreslår att erbjudandet avvisas.

I suggest that the offer be rejected.

10. Vårt beslut är att fabriken inte läggs ned.

Our decision is that the factory not be closed down