

C2.3 Unit 5

Exercise 1. Write a relative pronoun in each space, or '-' if a relative pronoun is not necessary.

Example: My company has introduced a strict dress code, which we will all have to adhere to.

1. The company _____ culture I admire most is Microsoft.
2. The new product launch, _____ we had all worked so hard for, was a disappointment.
3. He had forgotten about the budget-planning meeting, _____ incidentally is being held in the boardroom, until I reminded him.
4. The report _____ he wrote was well received by the board of directors.
5. Mr Samuels, _____ you met last year, is taking over as chief accountant.
6. The sales manager _____ left the company last month is now working for one of our main competitors!
7. Our former sales manager, _____ left the company last month, is now working for one of our main competitors!
8. He turned the company around at a time _____ things were going badly for us.
9. The woman _____ we really want for the job is asking for rather a lot of money.

Exercise 2. Join these sentences from an email about a report using a relative clause.

Example:

Thank you for circulating the report. You wrote it.

Thank you for circulating the report (which/that) you wrote.

1. The head of the department would like to discuss it with you. I work there.

2. She would like several of the marketing people to be present at the meeting. You obtained their input.

3. Could you suggest a time? It would be convenient for us to meet then.

4. Please pass my congratulations to Andy Drake. He did the graphics.

5. The report contained a number of statistics. I thought they were surprising.

6. I had an interesting conversation with Maria Kalitza. You included her comments in the conclusion.

Exercise 3. Rewrite each sentence so that it contains the word in capitals and make sure the new sentence keeps the same meaning.

Example:

I like Brenda, she is my kind of person. (THAT)

Brenda is the kind of person that I like.

1. The whole summer was sunny and warm, for a change. (WHICH)

_____.

2. Jean was the first person I asked for advice (WHOSE)

_____.

3. Not a single house in the street had escaped undamaged (WHICH)

_____.

4. Then I realized that I had left my wallet at home (WHEN)

_____.

5. I don't really approve of his approval (WHAT)

_____.

6. It is an event I would rather forget (WHICH)

_____.

7. The police never caught the culprit (WHO)

_____.

8. I have read all of her books but one (WHICH)

_____.

9. The finder of treasure is entitled to part of its value (WHOEVER)

_____.