

INSTRUCTIONS, IMPERATIVES

PART 1

PERMISSION, OBLIGATION, LACK OF OBLIGATION, PROHIBITION

I. Listen carefully and tick the correct option. Then check your answers with the tapescript.

INSTRUCTION	DO	DON'T
1. Have a valid membership card		
2. Wear Wellington boots inside the hostel.		
3. Bring a cup, plate and some pots.		
4. Wash the dishes as soon as you have finished eating.		
5. Make noise before 7 a.m.		
6. Ask for permission if you want to hold a barbecue on the hostel grounds.		
7. Park your car anywhere near the hostel.		
8. Play the radio in your room.		
9. Help with some housework.		
10. Before you leave, pick up your membership card.		

II. What does may mean in the two highlighted sentences?

III. Find the everyday equivalents of the underlined formal expressions.

IV. Identify the sentences which are used in the text to express the four meanings listed below and make a list of the verbs used. (The expressions are characteristic of formal language and are used in written rules.)

Permission

Obligation

Lack of obligation

Prohibition

Observe the informal way of talking about regulations:

Permission	you can, you are allowed to, they let you
Obligation	you have to, you've got to
Lack of obligation	you don't have to, you don't need to
Prohibition	you can't, you're not allowed to, they don't let you

V. Armed with the above mentioned factual knowledge, tell your friends about the rules and regulations of youth-hosteling.

1. If you want to go youth-hostelling, you _____
2. When you arrive at the hostel, you _____
3. When you arrive by car or motorbike, you _____
4. As far as cooking is concerned, you _____
5. At night and in the early morning, they _____
6. With regard to smoking and drinking, _____
7. If you want to have a barbecue party, you _____
8. As far as animals are concerned, _____
9. If you want to play music, _____
10. Before leaving for the day, _____

VI. Read these public notices and explain their meaning.

Example: No smoking → It means that smoking is not allowed here.
 → It means that nobody is allowed to smoke her.
 → It means that you can't smoke here.
 → It means that you mustn't smoke here.

No parking
 No entry
 No overtaking
 No left turn
 No U turn

No bathing
 No trespassing
 No dogs
 Keep off the grass
 Keep clear

Private property
 Do not litter
 Speed limit 80m
 Public footpath
 Keep to the path

Expressing (absence of) necessity

Observe:

	It is necessary to do smth.	It is not necessary to do smth	It is necessary no to do smth
PRESENT TENSE	must have to have got to	need not/needn't do not/don't have to have not/haven't got to do not/don't need to	must not
FUTURE TENSE	shall/will have to	shall/will not have to shall/will not need to	shall/will not be allowed or permitted to
PAST TENSE	had to	did not/didn't have to did not/didn't need to	was/were not allowed or permitted to

VII. Read the following sentences and decide which of them express:

- a) it is necessary to do smth
- b) it is necessary not to do smth
- c) it is not necessary to do smth

1. We must try to find a solution to our problems.
2. The National Park Authority has to deal with the problem.
3. On entering the hostel, they have to change their shoes.
4. I must work as hard as I can.
5. My sister doesn't have to go to work.
6. Students mustn't bring dictionaries into the examination room.
7. The effect of tourism on wildlife must not be ignored.
8. People staying at a youth hostel have to prepare their own meals.
9. You needn't ask the warden for permission if you want to leave early.
10. Visitors mustn't park their cars outside car parks.
11. You needn't turn on the light; I can see quite well.
12. Before you leave the office, all lights must be turned off.
13. You mustn't talk to other candidates during the exam.
14. You don't have to water the plants every day.

VIII. Change this passage so that it refers a) to the past, b) to the future.

During the reconstruction of a town, some old buildings must be knocked down, sub-standard houses must be modernised or replaced by new one. A new and efficient road transport must be built, too. An advantage of such reconstruction is that we need not lose more farmland. Also we need not invest money in new shops, clinics, schools, etc., if these are adequate.

IX. Change the passage so that it refers to the future.

Daniel must go back to college next year to complete his history course. He has to do a lot of reading and he must do some teaching practice as well. He need not take all subjects at this stage. He can specialise in his own field of modern history for his finals. He needs to counterbalance all the brain-

work with some physical exercise, but he must not spend too much time on extra-curricular activities, as student usually do.

X. Change impersonal way of speaking into personal using the subject we. Do not change the tense.

Example:

On the first day **it was necessary to** undertake a medical check-up. → On the first day **we had to** undergo a medical check-up

1. During a stay at a youth hostel it was necessary to observe some rules.
2. It was necessary to sign our names in the hostel register and pay the charges.
3. It was banned to wear dirty clothes in the hostel.
4. It was possible to use the pots and pans in the kitchen, but it was necessary to use one's own knife, fork and spoon.
5. It was also necessary to tidy the kitchen up before leaving for the day.
6. Smoking in the common room was prohibited.
7. Playing musical instruments and making noise was prohibited, too.
8. It was necessary to observe silence at night.
9. It was impossible to take animals into the hostel.

MUST X HAVE TO

Compare:

1.	<p>We must make an early start tomorrow. I must return the book by Friday.</p> <p>Soldiers on duty must wear uniforms. A trailer must have two rear lamps. Passengers must cross the line by the footbridge.</p>	<p>must expresses the authority of the speaker</p> <p>must expresses universal obligation – used chiefly in written orders and instructions</p>
2.	<p>We have to make an early start tomorrow. I have to return the book by Friday.</p>	<p>must to expresses necessity or obligation coming from a person (or circumstance) other than the speaker</p>
<p>This distinction applies only in the present tense. (In the other tense <i>must</i> is not used.)</p>		

XI. Fill in must or have to as appropriate.

1. You _____ visit us again some time.
2. It's a pity you _____ leave so early.
3. We _____ hurry, or we'll be late.
4. "Application forms _____ be returned to this office within 15 days."
5. I can never remember people's phone numbers, I always _____ look them up.
6. You really _____ try to be more careful.

7. I haven't got much money, so I _____ find some cheap accommodation.
8. Unemployment is very high in this area and a lot of people _____ look for work elsewhere.
9. We _____ be there on time, or we'll miss the connection.
10. Reservations _____ be made in advance.

Expressing ability

Observe:

PRESENT	<p>Can you come to the meeting?</p> <p>Can your grandmother read without glasses?</p> <p>Can you speak Swedish?</p>
FUTURE	<p>Will you be able to come to the meeting?</p> <p>Do you think you will be able to read without glasses when you are eighty?</p> <p>By the time he finishes this course, he will be able to speak Swedish well.</p>

Note: **Can** before **see, hear, understand** has no equivalent in Czech:

Can you see that white house at the end of the street?

I cannot hear what she is saying.

We can understand their point of view.

XII. Say the following in the future tense.

1. (I can travel) during my next holiday.
2. (I can let you have the details) tomorrow.
3. (You can speak English well) with more practice.
4. (She can read a great deal) during the holidays.
5. (We can play another game of chess) this afternoon.
6. (Can you lend me the book) tomorrow?
7. (We can't understand the problem) without further explanation.
8. (Can we go to a concert) next Friday?
9. (You can't speak Italian really well) without spending some time in Italy.
10. (You can't hold a barbecue) without the warden's permission.

PART 2

MODAL VERBS – GRAMMAR SUMMARY

To express instructions and recommendations, use:		
A) THE IMPERATIVE	B) MODALS:	C) MODAL PHRASES
<i>Assume x.</i> <i>Let us assume x.</i> <i>Switch on the light.</i>	should ought to to be to must	it is necessary to, it is conditional upon, it is a requirement that, it is permitted, etc.

The meaning and use of modal verbs in technical and scientific writing may slightly differ from general English.

MODAL VERBS		
VERB	COMMENTS / EXPLANATION OF THE USE	Czech equivalent
CAN = MAY	are often interchangeable and both can express possibility, but may is slightly more formal <i>Can and may can/may often be interchanged.</i>	lze
SHOULD = OUGHT TO	a) express instructions and advice to operators and employees, are often used in manuals <i>You should close the front panel.</i>	je nutno
	b) express specifications (i.e., what is required of something) <i>The steel should not contain more than 5% of carbon.</i>	nemá, nesmí
	c) express expectations (i.e., what is expected to happen) <i>The building should be completed by May.</i>	má (být)
SHOULD	expresses politeness when must is really meant, is less imperative and urgent than must <i>You should check the results again, I think.</i>	musíš, je třeba
TO BE TO	expresses an expected/obligatory activity or situation <i>You are to be present when the briefing is to start.</i>	musíte, má
MUST	expresses a generally accepted obligation/necessity/requirement, is more imperative than should and therefore should be used only in such situations	musíte

	<i>You must observe the safety precautions.</i>	
MODAL VERBS (NEGATIVES)		
VERB	COMMENTS / EXPLANATION OF THE USE	Czech equivalent
SHOULD NOT = OUGHT NOT TO	expresses prohibition or recommendation what not to do, is more polite than must not <i>Such words should not be used by young ladies.</i> <i>You ought not to use any force to close the lid.</i>	nemají nesmíš
NOT TO BE TO	express recommendation or what not to do, and especially in the past tense is often used instead of must <i>Dogs are not to be left running about.</i>	nesmějí
MUST	expresses indisputable prohibition <i>You must not drive when drinking.</i>	nesmíte
MAY NOT	expresses prohibition in a less imperative way <i>You may not use this instrument without permission.</i>	nesmíte