# Oo

# obey

- X He was a good boy and obeyed to his parents all the time.
- ✓ He was a good boy and obeyed his parents all the time. obey sb/sth (WITHOUT to): 'Those who refused to obey orders were usually shot.'

#### object

- My object is to improve my English as much as possible.
- My objective is to improve my English as much as possible. object = the purpose of an action or event: 'The object of the game is to score as many points as possible.' 'Nobody knows the real object of their visit. They're keeping it a secret.' objective = the thing that you are working towards and hope to achieve by the end of a course of action: 'The company's long-term objective is to increase sales overseas.' 'The course description began with a long list of aims and objectives.'

# obligation //

- My obligations include doing the housework and picking up the children from school.
- My duties include doing the housework and picking up the children from school.

obligation = moral duty or responsibility: 'Having promised to cut taxes, the government now has an obligation to do so.' 'Anyone who rents a property is under an obligation to keep it clean and tidy.' duty = what you have to do because it is a part of your job or because you think it is right: 'One of the principal's main duties is to improve the quality of teaching and learning in the school.'

# oblige 1

- X You can't oblige children to study if they don't want to.
- ✓ You can't force children to study if they don't want to.
  If someone makes you do something that you do not want to do, they
  force/compel you to do it (or make you do it): 'They forced him to hand
  over the money by threatening to kill him.'
- 2 x In order to pay the hospital bill, it obliged me to sell my car.
  - In order to pay the hospital bill, I was obliged to sell my car. be/feel obliged to do sth (= have to/feel that you have to do something): 'Doctors are obliged to keep their patients' records secret.' 'Since the temperature outside was below freezing, I felt obliged to invite them in.'

#### obtain 1

- X It has taken women a long time to obtain equality.
- It has taken women a long time to achieve equality.
- X With these new policies the government hopes to obtain economic stability.

✓ With these new policies the government hopes to achieve economic stability.

When you are talking about something that takes a long time and a great amount of work or effort, use **achieve** (NOT **obtain**): 'By the end of the course you really feel that you have achieved something.' 'The company intends to achieve all these goals within the next five years.' 'Her only purpose in life was to achieve stardom.'

- ? Where did you obtain the ticket?
  - ✓ Where did you get the ticket?
  - ? He's been trying to obtain a part-time job.
  - He's been trying to get a part-time job.

Obtain is mainly used in formal styles: 'Information about visas and passports can be obtained from your local library.'

The usual word for this meaning is **get**: 'How long does it take to get a visa?'

#### 3 See DEGREE 4

# occasion 1

- X The scholarship provided me with my first occasion to travel overseas.
- The scholarship provided me with my first opportunity to travel overseas.
- **X** I never had occasion to take the Proficiency examination.
- / I never had a chance to take the Proficiency examination.



occasion = the time when an event happens: ve been to home on several occasions. (≠ several times)

opportunity = a time when it is possible to do something that you want to do: 'The meeting on Tuesday will be a good opportunity for you to make some new contacts.' 'She has considerable ability and should be given more opportunity to use it.'

chance = an informal word for 'opportunity': 'If I had the chance I'd like

chance = an informal word for 'opportunity': 'If I had the chance, I'd like to be an airline pilot.' 'I've been so busy this morning I haven't had a chance to sit down.' See also OPPORTUNITY

- 2 x I remember that in the last occasion he had a very bad cold.
  - I remember that on the last occasion he had a very bad cold. on a particular occasion (NOT in): 'I am honoured that you have invited me to join you on this special occasion.'

# occupation x

- It used to be difficult for women to get good occupations
- It used to be difficult for women to get good jobs.
- The important thing is to be happy in your occupation.
- The important thing is to be happy in your job. See Language Note opposite

#### occur 1

- X The concert will occur at eight o'clock next Tuesday.
- ✓ The concert will take place at eight o'clock next Tuesday.

  Occur is usually used in connection with unplanned events: 'Many of the serious accidents that occur are caused by human error.' 'Tornadoes occur when a warm weather front meets a body of very cold air.' For planned events, use take place: 'The wedding will take place at St Andrew's church.'

# JOB • DO • OCCUPATION • POST/POSITION • CAREER • TRADE • PROFESSION

#### iob

Your **job** is what you do to earn your living: "You'll never get a job if you don't have any qualifications.' 'She'd like to change her job but can't find anything better.' Your **job** is also the particular type of work that you do: 'John's new job sounds really interesting.' 'I know she works for the BBC but I'm not sure what job she does.'

A job may be full-time or part-time (NOT half-time or half-day): 'All she could get was a part-time job at a petrol station.'

#### do (for a living)

When you want to know about the type of work that someone does, the usual questions are **What do you do? What does she do for a living? etc** 'What does your father do?' - 'He's a police inspector.'

#### occupation

**Occupation** and **job** have similar meanings. However, **occupation** is far less common than **job** and is used mainly in formal and official styles: 'Please give brief details of your employment history and present occupation.' 'People in manual occupations seem to suffer less from stress.'

#### post/position

The particular job that you have in a company or organization is your **post** or **position**: 'She's been appointed to the post of deputy principal.' 'He's applied for the position of sales manager.' **Post** and **position** are used mainly in formal styles and often refer to post which have a fortof responsibility.

#### career

Your **career** is your working life, or the series of jobs that you have during your working life: 'The scandal brought his career in politics to a sudden end.' 'Later on in his career, he became first secretary at the British Embassy in Washington.'

Your career is also the particular kind of work for which you are trained and that you intend to do for a long time: 'I wanted to find out more about careers in publishing.'

#### trade

A **trade** is a type of work in which you do or make things with your hands: 'Most of the men had worked in skilled trades such as carpentry or printing.' 'My grandfather was a bricklayer by trade.'

#### profession

A **profession** is a type of work such as medicine, teaching, or law which requires a high level of training or education: 'Until recently, medicine has been a male-dominated profession.' 'She entered the teaching profession in 1987.'

- 2 × You'd better tell them exactly what occurred.
  - ✓ You'd better tell them exactly what happened.

**Occur** is used mainly in formal styles: 'These violent incidents frequently occur without any warning.'

The usual word is happen: 'The accident happened just outside my house.'

#### o'clock 1

- X It was twenty past four o'clock when the train arrived.
- ✓ It was twenty past four when the train arrived.

- X They finished their dinner at about 7.30 o'clock.
- They finished their dinner at about 7.30.
  Do not use o'clock for times that include minutes or parts of an hour.
  Compare: 'It's four o'clock.' 'It's ten past four.'
- 2 x By seven o'clock p.m. the child had been found.
  - By seven p.m. the child had been found.
  - By seven o'clock (in the evening) the child had been found.
    Use EITHER o'clock OR a.m./p.m. (NOT both).
- 3 x I start work at 9.00 o'clock.
  - ✓ I start work at 9 o'clock.

Do not use o'clock after 6.00, 7.00 etc. Compare: '8 a.m.', '8.00', '8.00 a.m.', '8 o'clock'.

- of 1
- The demonstration was attended by several hundreds of people.
- The demonstration was attended by several hundred people.
- X Over a thousand of people have died from the disease.
- ✓ Over a thousand people have died from the disease. See Language Note at HUNDRED
- 2
- X Arlon is one of the oldest towns of Belgium.
- Arlon is one of the oldest towns in Belgium.
- We stayed in one of the most beautiful villages of Kent.
  We stayed in one of the most beautiful villages in Kent.

To refer to the country/region/area etc where something is or takes place, use in (NOT of): 'the longest river in Brazil', 'the second largest city in Spain', 'one of the most picturesque spots in the whole of Tuscany'

- 3
- X I arrived in London on 25th of November.
- ✓ I arrived in London on 25th November.

You say 'the 25th of November' or 'November the 25th' but you write '25th November' or 'November 25th' (WITHOUT the or of).

- 4
- The old man didn't give me a minute of peace.
- The old man didn't give me a minute's peace.
  When you say how long something lasts, you usually use -'s/-s' (NOT of): 'a week's holiday', 'three months' maternity leave'

Note however the pattern with of + v-ing: 'After two months of doing nothing. I decided it was time to get on with my life.'

- 5
- X The bicycle of Paul was too big for me.
- / Paul's bicycle was too big for me.
- X This coat isn't mine. It's of a friend.
- This coat isn't mine. It's a friend's.

To say that something belongs to or is connected with someone, use -'s/-s' (NOT of). Compare: 'Pam's husband', 'Julia's house', 'her father's car', 'a beginners' course in French conversation'

- 6
- X He is a good friend of them.
- ✓ He is a good friend of theirs.

- X A friend of you phoned and wants you to call her.
- ✓ A friend of yours phoned and wants you to call her.

When the meaning is possessive, use of + mine/yours/his/ hers/ours/theirs. Compare:

'That's a photograph of him.' (= showing him)

'That's a photograph of his.' (= belonging to or taken by him)

7

- X The scenery reminded her of a painting of Renoir.
- ✓ The scenery reminded her of a painting by Renoir.

To introduce the person who wrote/painted/composed something, use **by**: 'I'm reading a novel by Thomas Hardy.'

Compare: 'a painting of Renoir' (= a picture that someone painted of Renoir) 'a painting by Renoir' (= a picture that Renoir painted)

8 See off 2

#### of course

See course 3

off 1

- X Don't forget to off the lights before you go out.
- Don't forget to turn off the lights before you go out. turn off/on (or switch off/on) a light, television, electric kettle etc: 'Let's turn on the radio and listen to the news.'
- 2
- The glass fell off of the table.
- The glass fell off the table.

off + sb/sth (WITHOUT of): 'I wish he'd wipe that silly smile off his face.'

offence

- Public caning would deter other students from doing the offence.
- Public caning would deter other students from committing the offence.

commit an offence (NOT do): 'He is accused of committing various minor offences.'

offer 1

- X Her parents have offered me to go on holiday with them.
- ✓ Her parents have invited me to go on holiday with them. offer to do sth = express willingness to do something: 'She's offered to help me.' invite sb to (do) sth = ask someone if they would like to come to a

invite sb to (do) sth = ask someone if they would like to come to a party, wedding etc, or join you in a social activity: 'Have you invited Mark and Valerie to the party?'

2

- X The old man then offered something to eat to the little boy.
- ✓ The old man then offered the little boy something to eat.

The usual pattern is **offer sb sth** (**offer** + indirect object + direct object): 'He offered me a job.' 'They've offered Maria a place on the intermediate course.'

Use **offer** something **to** someone only when the direct object is a pronoun or is much shorter than the indirect object. 'She offered it to George but he didn't want it.' 'I offered the apple to the first child that could answer my question.'

# officer 1

- X Most of my friends got jobs as shop assistants or officers.
- Most of my friends got jobs as shop assistants or office workers.

officer = a person with a position of rank or authority, especially someone in the armed forces, police force or government service: 'a club for army officers and their families', 'local government officers', 'a customs officer'

office worker = a person who works in an office: 'Between five and six the trains are packed with office workers.'

- 2 X A British Airways officer told us that there was a delay.
  - ✓ A British Airways official told us that there was a delay. official = a person with a position of authority in an organization: 'WHO officials are monitoring the spread of the disease.'

#### official

- X She is good at organizing people without seeming arrogant or official.
- She is good at organizing people without seeming arrogant or officious.

official = done by or connected with a person or group in authority; formal: 'an official letter', 'an official inquiry', 'official approval' officious (expressing dislike or disapproval) = too eager to give orders or make people keep to rules which are unimportant: 'An officious little man at the check-in insisted that my luggage was half a kilo overweight.'

#### often

- X Often people stop smoking when they are ill.
- / People often stop smoking when they are ill.
- X He often has said that he would like to be young again.
  - He has often said that he would like to be young again.
    The trains often are late.
  - The trains are often late.

See Language Note at ALWAYS

## oily

- ? The chips were so oily that I couldn't eat them.
- ✓ The chips were so greasy that I couldn't eat them.

  The usual word for describing food that is unpleasant because it is

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  The usual word for the usual word

The usual word for describing food that is unpleasant because it is cooked and presented with too much fat or oil is **greasy**: 'I ate the tomato and left all the greasy chips.'

#### old 1

- X He is married to a twenty years old American girl.
- He is married to a twenty-year-old American girl.
- X Eight-years-old Sarah had a few surprises up her sleeve.
- Eight-year-old Sarah had a few surprises up her sleeve. Use years old after the verb be: 'Sarah is eight years old.' In front of a noun, use a compound adjective (WITH two hyphens and a singular noun): 'a three-week-old baby', 'a ten-year-old daughter' Nouns of measurement ('year', 'week', 'gram', 'mile' etc) are always singular when used in compound adjectives: 'a ten-second silence', 'a six-minute wait', 'a five-mile race'.
- 2
- X He fell in love with a young girl of nineteen years old.
- He fell in love with a young girl of nineteen. noun + of + number: 'a child of five', 'a man of sixty' Compare: 'The girl was nineteen years old.'
- 3 X The old should not be brushed aside by society.
  - ✓ The elderly should not be brushed aside by society.

To refer to old people in general, use **the elderly**: 'The building has been converted into a retirement home for the elderly.'

#### on 1

- X On last Monday we went to the Railway Museum.
- ✓ Last Monday we went to the Railway Museum.
- X On every Saturday morning we go shopping.
- ✓ Every Saturday morning we go shopping. See Language Note at TIME
- 2
- X I was surprised to see your picture on the newspaper.
- ✓ I was surprised to see your picture in the newspaper. You see a report, advertisement, photograph, etc in a newspaper or magazine (NOT on): 'I came across the article in this month's edition of Woman's World.'

#### once 1

- X You may remember we had once a long talk in the hotel bar.
- ✓ You may remember we once had a long talk in the hotel bar. See Language Note at ALWAYS
- 2 X Once it will stop raining, we can go out.
  - ✓ Once it stops raining, we can go out.
  - ✓ Once it has stopped raining, we can go out. See Language Note at WILL

# one 1

Fluency in English is one of the best qualifications you can have.

Fluency in English is one of the best qualifications you can have.

Do not use the in front of one of we stayed at one of the cheaper hotels.' 'She is one of the strongest political leaders in the world today.'

- 2 X The sea is one of our main source of food.
  - ✓ The sea is one of our main sources of food. The noun/pronoun following one of is always plural: 'one of my friends', 'one of her teachers', 'one of the biggest islands in the world'.
- **3** X One of the eggs were bad.
  - ✓ One of the eggs was bad.
    - ? She is one of those children who refuses to share things.
  - ✓ She is one of those children who refuse to share things. After a phrase beginning with one of, the verb is singular: 'One of the main disadvantages is the cost of the battery.' However when one of is followed by a relative clause, the verb in the relative clause is usually plural: 'He's one of those people who are always complaining.' In informal styles, some people use a singular verb, but careful users
    - In informal styles, some people use a singular verb, but careful users regard this as incorrect.
- 4 After we had been to Helen's house, we went to Paul's one.
  - ✓ After we had been to Helen's house, we went to Paul's. Avoid one/ones immediately after an -'s/-s' form, especially in formal styles: 'No, it's not mine - it's my wife's.' Compare: 'John's new one is the same as yours.' (= -'s/-s' form + adjective + noun)

- 5
- X If you can carry those books, I'll bring these ones.
- / If you can carry those books, I'll bring these.
- X This book will be of interest to all those ones involved in the tourist industry.
- This book will be of interest to all those involved in the tourist industry.

Avoid **ones** immediately after **these/those**, especially in formal styles: 'Within this group, there are those who are willing to take risks and those who are more cautious.'

Compare: 'These plastic ones are cheaper.' (= **these/those** + adjective +

noun)

- 6 X All the shoes and handbags they sell are handmade ones.
  - ✓ All the shoes and handbags they sell are handmade. Avoid one/ones after an adjective which can be used on its own, especially in formal styles: 'The new proposals are impractical.' Compare: 'We could do with a new one/some new ones.'
- - British children have more opportunities than Tunisian children.
  - X Young people learn more quickly than older ones.
  - Young people learn more quickly than older people.

    Ones is usually used to refer to things: 'Rechargeable batteries are more expensive than ordinary ones.' 'The red ones are fine, but I prefer the white ones. Ones may also be used to refer to particular people: 'The older children laughed but the younger ones were scared.'

    In general statements about groups of people, ones is usually avoided:

8

- 'French students have to work harder than British students.'

  X One mustn't waste ones time when there is so much to do.
- One mustn't waste one's time when there is so much to do.
- X Getting married for economic reasons is not a good start to ones married life.
- Getting married for economic reasons is not a good start to one's married life.

The possessive form is **one's** (WITH 's): 'It is difficult to estimate one's chances of success.' See also it's

- 9 x One cannot succeed unless he works hard.
  - One cannot succeed unless one works hard.

In British English (unlike American English) it is not possible to change from one to he/his/her etc.

Note, however, that most speakers find the repetition of one awkward and try to avoid it: 'One cannot succeed without working hard.' 'Success calls for a lot of hard work.' See also Language Note at HE

10 See EVERYONE 1

one another

- X The children get on well one another.
  - / The children get on well with one another.
  - X They had good opinions one another.
  - ✓ They had good opinions of one another.

You use prepositions in front of **one another** (pronoun) in the same way as you use prepositions in front of **him, her, us,** etc. Compare: 'I often write to her.' 'We often write to one another.' See also EACH OTHER

# only 1

- X The level of pollution can only be reduced by the introduction of new laws.
- ✓ The level of pollution can be reduced only by the introduction of new laws.

To avoid confusion in written English, **only** is usually placed as near as possible to the word or phrase that it modifies. Compare: 'Alison only posted the letter to Mr Jones.' (= she didn't write it) 'Alison posted only the letter to Mr Jones.' (= she didn't post the other letters) In spoken English the position of **only** is less important because the speaker uses stress to make the meaning clear.

- 2 X If you only would stay longer, your English would improve.
  - ✓ If only you would stay longer, your English would improve.
  - If you would only stay longer, your English would improve.
    When if only is used to express a wish, the two words usually stay together: 'If only I could stop smoking.' Sometimes, only is placed in front of the main verb 'If I could only stop smoking.'
- 3 X Only when it started to rain he noticed that he had left his raincoat somewhere.
  - ✓ Only when it started to rain did he notice that he had left his raincoat somewhere. □ □ □ □ □

See NOT ONLY

See Language Note at Not

# open 1

- X I got out of bed and opened the radio to listen to the news.
- I got out of bed and turned/switched on the radio to listen to the news.

**turn on/off** (or **switch on/off**) a light/radio/television (NOT **open/close**): 'The children are not allowed to turn on the television without permission.'

- - If anyone tried to introduce a new topic, she would immediately interrupt.

introduce a (new) topic/subject/argument (NOT open): 'You can't introduce new material in the last section of a report.'

# opened

- X I couldn't buy a newspaper because the shop wasn't opened.
- ✓ I couldn't buy a newspaper because the shop wasn't open.
  Use opened to describe an action and open to describe a state.
  Compare: 'The shop was opened at 8 a.m. and stayed open until 6 p.m.'

# operate

- X Have you heard what happened to the last patient he operated?
- Have you heard what happened to the last patient he operated on?

- X My niece was recently operated for appendicitis.
- My niece was recently operated on for appendicitis. operate on sb: 'He is too weak at the moment to be operated on.'

#### operation

- X My mother is taking an operation tomorrow.
- ✓ My mother is having an operation tomorrow.
- X Mr Barrett is going to get an operation on his back.
- ✓ Mr Barrett is going to have an operation on his back. See Language Note at DO

# opinion 1

- X According to Henry's opinion, less money should be spent on weapons.
- ✓ In Henry's opinion, less money should be spent on weapons.
- According to Henry, less money should be spent on weapons.

according to sb: 'According to Peter, deforestation is a very serious problem.'

in sb's opinion (NOT according to ... opinion): 'In Peter's opinion, deforestation is a very serious problem.'

- 2 x They are not afraid of saying their opinions.
  - They are not afraid of expressing their opinions. express/give your opinion (NOT say): 'The newspapers express a wide range of political opinions.'

# opportunity x

There is an opportunity that David's father will come tonight.

There is a chance that David's father will come tonight.

When you talk about the likelihood of something happening, use **chance** (NOT **opportunity**): 'I think she has a good chance of passing.' 'There's very little chance that anyone has survived the crash.' Compare: 'Tomorrow's test will be an opportunity/a chance for you to find out how much you know.' (= a particular time when something is possible)

# oppose

- X I oppose to violence.
- ✓ I am opposed to violence.

**oppose sth** (WITHOUT **to**) = think that something is wrong and try to stop it from happening or being accepted: 'Many leading scientists vigorously opposed Darwin's ideas.'

**be opposed to sth** = feel strongly that something is wrong: 'Many people are opposed to the use of fur by the clothing industry.'

# opposite 1

- X People have opposite opinions about this matter.
- ✓ People have different opinions about this matter.
- X The Americans I met were opposite to what I had imagined.
- The Americans I met were very different from what I had imagined.
- X My own country and the USA are totally opposite of each other.
- My own country and the USA are totally different (from each other).

Use **opposite** and **the opposite of** only when you mean that two things are as different as it is possible to be: 'I thought that the medicine would make him sleepy, but it had the opposite effect.' 'The opposite of *long* is

short.' 'The two men went off in opposite directions.' (= one went to the left and one to the right)

To describe people's opinions, life styles, ways of thinking etc, the usual word is **different**: 'These two schools of thought are completely different.'

- 2 x On the wall opposite to the door, there was a large painting.
  - On the wall opposite the door, there was a large painting.
  - X The phone booths are opposite of the tube station.
  - The phone booths are opposite the tube station.
    One thing is opposite another thing (WITHOUT to/of): 'The nearest bus stop is opposite the bank.'
- 3 x The opposite woman was knitting a cardigan.
  - ✓ The woman opposite was knitting a cardigan.

When **opposite** means 'facing the speaker or the person/place being talked about', it comes immediately after the noun: 'The house opposite is also for sale.'

or 1

- X At night we used to go out with our friends or stayed at home listening to music.
- At night we used to go out with our friends or stay at home listening to music.

When you use **or** to join two verbs, both verbs should have the same form. Compare: 'We used to go to the cinema or watch the television.'

'We went to the cinema or watched the television.'

2 -

- I think the microphone or the recording mechanism are broken.
- I think the microphone or the recording mechanism is broken.

When each of the nouns joined by **or** is singular, the verb is usually singular: 'It is important to understand what one's son or daughter expects out of life.'

3

See NEITHER 1

oral

- X Her oral English is very fluent and clear.
- Her spoken English is very fluent and clear.

The use of **oral** to mean 'spoken' is restricted to certain technical phrases used in education: 'oral skills', 'an oral examination'.

order 1

- X I was so excited that I forgot to order them to check that the camera was working properly.
- I was so excited that I forgot to ask them to check that the camera was working properly.

You cannot **order** someone to do something unless you have the power to do so. Compare: 'The teacher ordered the child to sit down.' 'She asked her teacher if he could check her homework.'

2

- I've ordered two seats for tomorrow night's performance.
- ✓ I've booked two seats for tomorrow night's performance.

  See note at BOOK

- 3
- Turning on the radio, I noticed immediately that it was out of order.
- Turning on the radio, I noticed immediately that it was not working properly.

The phrase out of order is used mainly on notices stating that things such as public telephones, ticket machines, photocopiers etc are not working.

- original 1
- X Archaeological treasures should be kept in the original country. Archaeological treasures should be kept in the country of
- origin. country of origin = the country where something was made or
- discovered: 'They refuse to release these antiquities until the country of origin is properly established.'
- 2 X Many craftsmen have given up their original skills to work in factories.
  - Many craftsmen have given up their traditional skills to work in factories.
  - She was wearing an original Japanese 'yukata'.
    - She was wearing a traditional Japanese 'yukata'. original = (1) completely new: 'Nobody expected that the bikini, with its daringly original design, would catch on as it did.'
      - (2) the one that exists first (usually followed later by other ones): 'The original edition contained only 170 pages.' 'The tennis court to the side of the house was the idea of the original owner

traditional = done or used by a group or society for a very long time: 'The dancers were wearing traditional African dress.' 'Kumar gave the traditional Hindu greeting."

- originate 1 One of our teachers originates from Scotland.
  - One of our teachers comes from Scotland

Originate is used in connection with things, ideas, customs etc (NOT people): 'No one really knows how the solar system originated.' If you are born in and/or grow up in a particular place, town, country etc, you come from that place: 'Where does Agneta come from -Sweden or Norway?'

- 2 'Alcohol', 'alcove' and 'sofa' originate in Arabic.
  - 'Alcohol', 'alcove' and 'sofa' come from Arabic.

Words that enter a language from other languages come from (or are derived from) those languages: 'The name 'terrier' comes from the Latin word 'terra' meaning 'the earth'.'

- other 1
- 'Go and play with some others children,' she said.
- 'Go and play with some other children,' she said.

When used before a noun, other never has an s: Do you have any other shoes besides the brown ones?"

Compare: 'Besides the brown shoes, do you have any others?'

- 2 It tells us all about nouns, verbs, adjectives and others.
  - It tells us all about such things as nouns, verbs and adjectives.

Do not use **and others** at the end of a list of examples. In some styles it is possible to use **etc** for this purpose, but in formal styles it is safer to use **such as** (or **such ... as**): 'Candidates' performance in the test was influenced by factors such as age, sex, attitude and first language.'

# otherwise

- X Remember to get there early otherwise you may not get a seat.
- Remember to get there early. Otherwise you may not get a seat.
- ✓ Remember to get there early or you may not get a seat. Unlike or, otherwise is an adverb (NOT a conjunction): 'I'm glad that you told me about the show being cancelled. Otherwise I'd have travelled all the way to Glasgow for nothing.'

#### out

- X When we came out the restaurant, it was half past eleven.
- ✓ When we came out of the restaurant, it was half past eleven.
- X She suddenly stood up and ran out from the room.
- V She suddenly stood up and ran out of the room.

  verb of movement + out: 'I'm afraid Mr Baker has just gone out.'

  verb of movement + out of + somewhere (NOT out or out from): 'I've

  just seen Mr Baker going out of the building.'

  In informal styles, out is sometimes used instead of out of: 'I saw

In informal styles, **out** is sometimes used instead of **out of**: 'I saw someone jump out the window.' However, careful users consider this to be incorrect.

#### out of date

Doctors read these journals so as not to become out of date.



Out of date (before a noun out-of-date) sused in connection with information, ideas, knowledge, technology at (NOT people): 'A significant proportion of what children are studying at school will be out of date within the space of a few years.' If you always have the latest information about something, you keep up to date (with days) on reads (of days) on the party of days) or the party of days or the party of days) or the party of the party of

If you always have the latest information about something, you keep up to date (with developments) or keep abreast (of developments): 'Lecturers are expected to keep abreast of developments in their subject areas.'

#### outdoor

- She makes the dog stay outdoor during the summer.
- ✓ She makes the dog stay outdoors during the summer.
  Outdoor (WITHOUT s) is an adjective: 'He enjoys the outdoor life.'
  Outdoors (WITH s) is an adverb: 'He likes to work outdoors.'

#### outdoors

- There are lots of outdoors activities in and around Coimbra.
- There are lots of outdoor activities in and around Coimbra. See note at OUTDOOR

#### outside 1

- The new airport makes it easy to go outside the country.
- The new airport makes it easy to get out of the country.
- X I'll be going outside London for a few days.
- I'll be going out of London for a few days.

When you mean 'away from', use (get/go) out of (NOT outside): 'It does you good to get out of the city now and again.' 'Without a false passport, he would never have been able to get out of the country.'



She was listening outside of the door.

She was listening outside the door.

In British English, **outside** is not used with **of**: 'You aren't allowed to park outside the bank.'

In American English, both outside and outside of are used.

See HOME 4, 5

#### overall 1

- X His idea of a good time included the sun, the sea, jokes, laughter, and overall friendship.
- ✓ His idea of a good time included the sun, the sea, jokes, laughter, and above all friendship.

overall = (adv) (1) including everything: 'How much will the holiday cost, overall?' (2) generally: 'Overall, the weather in this area is good.' overall = (adj) including everything: 'We're concerned about the overall effect of these films on younger viewers.' above all = most importantly: 'Get plenty of sleep, eats lots of good food,

above all = most importantly: 'Get plenty of sleep, eats lots of good food, and above all try to relax.' 'The sort of person we are looking for must be well qualified, suitably experienced, easy to get on with, and above all able to work independently.'

- 2 x In spite of the film's many faults, in the overall it's worth seeing.
  - In spite of the film's many faults, on the whole it's worth seeing.
  - X England is okay on the overall, although some places are very

England is okay on the whole, although some places are very dirty.

on the whole = in general: 'On the whole, the people I've been dealing with have been very cooperative.'

Compare: 'Her overall command of English is excellent.' 'On the whole her command of English is excellent.'

- 3 X The important thing is your score in overall.
  - ✓ The important thing is your overall score.

Overall may be used as an adjective or adverb (NOT as a noun after in/on): 'The examination counts for 60 per cent of your overall grade.' 'You would have done better overall if you hadn't spent so long on the essay question.'

#### overdue

- X I suddenly realized that my driving licence was overdue.
- ✓ I suddenly realized that my driving licence had expired.
  Be/become overdue is used of payments, library books, video films that you have rented etc: 'Even if the books are only one day overdue, you still have to pay a fine.'
  Expire is used of a licence, contract, membership card, etc: 'I wanted to pay by Visa but my card had expired.'

# overnight

- X I recently stayed an overnight at your hotel.
- I recently stayed overnight at your hotel.
- X I am writing to complain about my overnight at your hotel.
- I am writing to complain about the night I spent at your hotel.

Overnight is used as an adverb and adjective (NOT as a noun): 'I missed the connecting flight and had to stay at the airport overnight.' 'If we travel overnight, we'll be there in time for breakfast.' 'The overnight coach arrives in London at six in the morning.'

# owing to

- They come here looking for work owing to the wages are higher.
- They come here looking for work because the wages are higher.

**Owing to** is a preposition (NOT a conjunction): 'Owing to various political and economic factors, the land reclamation project has been discontinued.'

#### own 1

- X I had the whole beach for my own.
- I had the whole beach to myself.

Own (= belonging to you, or only to be used by you) is used either in front of a noun, or in the phrase of your own: 'I wish I had my own car.' I wish I had a car of my own.'

have sb/sth (all) to yourself = be the only person or people in a place, using something, talking to someone, etc: 'After the children had gone, we had the house all to ourselves.'

- 2 X He's decided to resign and work for his own.
  - ✓ He's decided to resign and work for himself.
  - X They want everything for their own.
  - ✓ They want everything for themselves.

do/want.sth for yourself (NOT for your own); 'He's kept all the money

V V V Compare: He prefers to work on his own. (= without anyone's help; alone).

- 3 x I didn't have a room for my own but had to share one.
  - I didn't have a room of my own but had to share one. of your own (NOT for): 'Timothy has now decided that he wants a bicycle of his own.'
- 4 x I now have enough money to buy an own car.
  - ✓ I now have enough money to buy my own car.

    Own always follows my/her/their/Jill's etc (NOT an) 'their own children', 'her own flat', 'Tina's own radio'.