



**HƯỚNG DẪN ÔN TẬP MÔN TIẾNG ANH
THI NÂNG NGẠCH VÀ THĂNG HẠNG LÊN CHUYÊN VIÊN CHÍNH**

A. Qui định chung:

Thí sinh tự ôn tập trình độ tương đương năng lực ngoại ngữ Bậc 3 (B1) theo khung NLNN 6 bậc dùng cho Việt Nam ban hành kèm theo Thông tư số 01/2014/TT-BGDĐT ngày 24/01/2014 của Bộ Giáo dục và Đào tạo;

- Phương thức làm bài:

Thí sinh được kiểm tra kỹ năng sử dụng ngôn ngữ, kỹ năng đọc, viết môn Tiếng Anh, dạng bài trắc nghiệm khách quan trên máy vi tính, mỗi câu hỏi bao gồm 04 phương án trả lời và chỉ có duy nhất một phương án đúng;

- Nội dung: Ngoại ngữ dùng để giao tiếp hàng ngày.

B. Cấu trúc đề thi

Phần 1. Từ vựng, ngữ pháp và Đọc hiểu

1. Chọn một đáp án đúng trong các phương án cho sẵn (dạng bài trắc nghiệm khách quan 4 lựa chọn A,B,C,D).

2. Đọc đoạn văn/bài văn ngắn khoảng từ 200 đến 400 từ và trả lời câu hỏi (dạng bài trắc nghiệm khách quan 4 lựa chọn A,B,C,D).

Phần 2. Viết

Bài tập trắc nghiệm khách quan 4 lựa chọn A, B, C, D (dạng bài sửa lỗi sai, viết lại câu).

*** Chủ đề đối với các phần Đọc hiểu, Viết:**

Gồm các chủ đề về bản thân, gia đình, nghề nghiệp, nơi sinh sống, các hoạt động giải trí, danh lam thắng cảnh, giao thông, môi trường, các vấn đề về kinh tế, xã hội, khoa học,...

C. Nội dung kiến thức ngôn ngữ cần nắm vững và ví dụ minh họa

1. Verbs and verb forms (Động từ và dạng của động từ)

1.1. Verbs (Động từ):

- to be, to have, to do, to make, to answer, to bring, to hope, to get, to discuss, to change, to dress, to eat, to follow...

- phrasal verbs: call back, get back, get off, get on, grow up, pick up, put on, stand up, take off, try on, turn on, turn off...

*** Eg: (Ví dụ minh họa)**

- Students often _____ a lot of homework in the evening.

A. do

B. answer

C. teach

D. learn

- I often _____ the dishes after dinner.
 A. wash B. clean C. make D. brush
- She _____ English very well.
 A. speaks B. says C. tells D. answers
- He _____ the television to watch a football match.
 A. turns on B. turns off C. gets on D. gets off
- My mother _____ on a farm in the countryside.
 A. picked up B. stood up C. grew up D. got up

1.2. Modal verbs (*Động từ khuyết thiếu*)

- can (*ability, request, permission*)
- could (*ability, possibility; polite request*)
- would (*polite request*) will (*offer*)
- shall (*suggestion, offer*)
- should (*advice*)
- may, might (*possibility*)
- have to
- must (*obligation*)
- mustn't (*prohibition*)
- The idiomatic use of: *would, should, may, might, had better (not), would rather (not)*

* Eg: (*Ví dụ minh họa*)

- You should _____ the lights before going out.
 A. turn off B. to turn off C. turning off D. turned off
- We have to _____ computers to do our daily working.
 A. to use B. using C. use D. used
- Can you _____ this evening, please?
 A. to cook B. cook C. cooked D. cooking
- My mother speak English when she was young, but she can't now.
 A. can B. could C. should D. has to
- You have to _____ earlier in the morning to go to work on time.
 A. get up B. to get up C. got up D. getting up
- Nowadays, young people can _____ English very fluently.
 A. speak B. to speak C. speaksD. D. speaking

1.3. Verb forms (*Các dạng của động từ*)

- Imperatives
- Infinitives (*with and without to*) after verbs and adjectives
- Gerunds (*-ing form*) after verbs and prepositions
- Gerunds as *subjects and objects*
- Passive forms: *present and past simple*
- Regular and irregular

* Eg: (*Ví dụ minh họa*)

- _____ in class, please.
 A. Don't talk B. Not to talk C. Not talking D. Not talk
- _____ in please, we have just come.

- A. Come B. To come C. Coming D. Came
 - _____ cigarettes is bad for your health.
- A. Smoke B. Smoking C. Smoked D. To smoke
 - Children like _____ picture books
- A. read B. reading C. to read D. to reading
 - She wants _____ in the countryside because it's peaceful.
- A. live B. living C. to live D. lived

2. Verb Patterns:

- Gerunds after *prepositions, prepositional verbs, and phrasal verbs*
- Verbs followed by *the gerund*
- Verbs followed by *an infinitive*
- Verbs followed by *a noun + present participle*

* Eg: (Ví dụ minh họa)

- Would you like _____ to the party?
- A. to come B. come C. coming D. to have come
- He tried _____ the shelf but he wasn't tall enough.
- A. reach B. reaching C. to reach D. to have reached
- Please remember _____ this letter.
- A. to post B. post C. posting D. to have posted
- We tried _____ the fire out but we were unsuccessful. We had to call the fire-brigade.
- A. putting B. put C. to put D. to have put

3. Tenses (Các thì/thời)

- Present simple: *states, habits*
- Present continuous: *future plan and activities, present actions*
- Present perfect simple:
 - + recent past with *just*
 - + indefinite past with *yet, already, never, ever*
 - + unfinished past with *or, since*
- Past simple: *past events*
- Future with *going to*
- Future with *will and shall*
- Past continuous, future perfect, present perfect continuous;

* Eg: (Ví dụ minh họa)

- At present, that author _____ a historical novel.
- A. is writing B. was writing C. has written D. had written
- The farmers _____ in the field now.
- A. were working B. have worked C. worked D. are working
- The war _____ out three years ago.
- A. broke B. had broken C. has broken D. was breaking
- He _____ a cup of coffee every morning.
- A. drinks B. drank C. is drinking D. has drunk

4. Nouns (*Danh từ*)

- Singular and plural (*regular and irregular forms*)
- Countable and uncountable nouns with *some* and *any*
- Compound nouns
- Possesive case with 's & s'

*** Eg: (Ví dụ minh họa)**

- How many _____ are there in your house?

- A. room B. rooms C. person D. peoples

- This is _____ house and that is hers.

- A. Alice's B. Alice C. of Alice D. of Alice's

- I saw some _____ in the garden.

- A. butterfly B. butterflys C. butterflies D. butterflyes

- Do you have _____ (some, any, many, a lot) money? Can I borrow _____ ? (any, some, much, many)

- I always wait for a bus at the _____

- A. bus stop B. post office C. police station D. traffic light

5. Pronouns (*Đại từ*)

- Personal (*subject, object, possessive*)
- Reflexive and emphatic: *myself, etc.*
- Impersonal: *it, there*
- Demonstrative: *this, that, these, those*
- Indefinite: *one, some, any, something, etc.*
- Relative: *Who, which, that, whom, whose*
- Quantitative: *something, everybody, one,*

*** Eg: (Ví dụ minh họa)**

- Her car is more economical, but _____ is faster than _____ .

- A. my / her B. mine / her C. it / hers D. mine / hers

- Some people believe in _____ but _____ don't.

- A. them / the other B. themselves / another
C. their / others D. themselves / others

- A: I'd like to look at this shirt, please. B: Which _____ ,please?

- A. one B. this C. ones D. it

- It's our own fault. We blame _____ .

- A. ours B. us C. ourselves D. our

- The man _____ answered the telephone told me you were away.

- A. whom B. he C. who D. what

6. Adjectives (*Tính từ*)

- Colors, size, shape, quality, nationality
- Cardinal and ordinal numbers
- Possessive: *my, your, his, her, etc*
- Quantitative: *some, any, many, much, a few, a lot of, all other, every, etc.*
- Comparative, equality and superlative (regular and irregular)

- *not ... enough to, too ... to*
- *-ing/-ed*

*** Eg: (Ví dụ minh họa)**

- Tom is from England. He is _____.
A. England B. English C. Germany D. German
- I would like to buy this _____ book.
A. interesting B. interested, C. boring, D. bored
- My room is _____ than yours.
A. bigger B. bigger C. more big D. more bigger
- Among my friends, Lan is the _____ of all.
A. most interesting B. more interesting
C. so interesting as D. as interesting as
- His task is as _____ as mine.
A. difficult B. more difficult C. the most difficult D. most difficult

7. Adverbs (Trạng từ)

- Manner (*quickly, carefully, etc.*)
- Frequency (*often, never, twice a day, etc.*)
- Definite time (*already, just, yet, etc.*)
- Degree (*very, too, rather, etc.*)
- Place (*here, there, etc.*)
- Sequence (*first, next, etc.*)
- sentence adverbs: *too, either, etc.*
- Comparative and superlative forms (regular and irregular)

*** Eg: (Ví dụ minh họa)**

- He can run very _____. No one can catch him.
A. fast B. fastly C. slow D. slowly
- Linh does her work very _____. She is a good worker.
A. careful B. carefully C. bad D. badly
- She _____ goes to school early. She is never late for school.
A. always B. sometimes C. often D. never
- They haven't done their homework _____.
A. already B. just C. never D. yet

8. Articles (Mạo từ/Quán từ)

- *a/an* + countable nouns
- *the* + countable/uncountable nouns

*** Eg: (Ví dụ minh họa)**

- My mother goes to church in _____ morning.
A. x B. every C. the D. a
- Can you turn off _____ television, please?
A. the B. a C. an D. x
- We had _____ meal in a restaurant.

- A. a B. an C. the D. x
 - When was _____ computer invented?
 A. a B. an C. the D. x

9. Prepositions (*Giới từ*)

- Location: *to, on, inside, next to, at (home), etc.*
- Time: *at, on, in, during, etc.*
- Direction: *to, into, out of, from, etc.*
- Instrument: *by, with*
- Prepositions following:
 - + adjectives: *afraid of, interested in ...*
 - + verbs: *laugh at, ask for, etc.*

* Eg: (Ví dụ minh họa)

- When studying abroad, Mary was very happy to get a phone call _____ her parents.
 A. to B. for C. of D. from
- The summer is over. Pupils and students have to go _____ to school on Monday.
 A. back B. on C. through D. into
- There is a shop _____ front _____ my house.
 A. at / in B. out / next C. in / of D. of / in
- Why don't we stay _____ home _____ a change?
 A. from/ as B. at / with C. at / for D. at/ on

10. Connectors (*Từ nối*)

- and, but, or
- when, while, until, before, after, as soon as
- where
- because, since, as, for
- if
- although, while

* Eg: (Ví dụ minh họa)

- You can come either on Monday _____ on Friday.
 A. or B. nor C. both D. and
- She's not only beautiful _____ intelligent.
 A. but also B. but C. however D. yet
- They said both he _____ I were to come.
 A. but B. or C. so D. and
- I wanted to go _____ he wanted to stay.
 A. and B. but C. or D. so

11. Interrogatives (*Từ để hỏi*)

- What, What (+ noun)

- Where, When
- Who, Whose, Which
- How; How much; How many; How often; How long; etc
- Why

(including the interrogative forms of all tenses and modal verbs listed)

12. Conditional sentences (*Câu điều kiện*)

- Type zero: If + present simple, present simple
- Type 1: If + present simple, future simple
- Type 2: If + were/V-ed, would/wouldn't..... + V
- Type 3: If + had + V3/V-ed, would have + V3/Ved

* Eg: (Ví dụ minh họa)

- If I _____ the bus this afternoon, I will get a taxi instead.
A. miss B. will miss C. missed D. had missed
- If I _____ you, I wouldn't do that.
A. be B. were C. was D. had been
- If you _____ here earlier, you _____ her.
A. had come/ would have met B. come /meet
C. came/would meet D. comes will meet
- What would Tom do if he _____ the truth?
A. would know B. has know C. knows D. knew
- If I _____ there earlier, I would have met her.
A. came B. had came C. had come D. come

13. Reported speech (*Câu tường thuật gián tiếp*)

- Statements, questions and commands: *say, ask, tell*
- Yes/No/Wh- questions, Order/Commands.
- She asked me _____ I liked pop music.
A. when B. what C. if D. x
- The doctor _____ him to take more exercise.
A. told B. tell C. have told D. are telling
- Someone _____ me there's been an accident on the motorway.
A. asked B. said C. spoke D. told
- Yesterday, Laura _____ him to put some shelves up.
A. asked B. is asking C. ask D. was asked

14. Passive voice (*Thế bị động*).

- The boy _____ by the teacher yesterday.
A. punish B. punished C. punishing D. was punished
- My mother is going _____ this house.
A. sold B. sell C. to be sold D. to sell
- Laura _____ in Boston.
A. are born B. were born C. was born D. born

- My wedding ring _____ yellow and white gold.

- A. is made B. is making C. made D. make

15. Relative clauses (*Mệnh đề quan hệ*).

- Do you know the woman _____ lives next door?

- A. she B. who C. whom D. her

- A pensioner is someone _____ no longer works and gets money from the state.

- A. whom B. whose C. which D. that

- The women _____ he fell in love left him after a few weeks.

- A. with whom B. who C. to whom D. for whom

- Sheila couldn't come to the party, _____ was a pity.

- A. that B. it C. what D. which

16. Question tags (*câu hỏi đuôi*)

- This is the second time she's been here, _____?

- A. isn't this B. isn't it C. has she D. hasn't she

- No one died in the accident, _____?

- A. did they B. didn't they C. did he D. didn't he

- Monkeys can't sing, _____?

- A. can they B. can it C. can't they D. can't it

- These books aren't yours, _____?

- A. are these B. aren't these C. are they D. aren't they

18. Reading comprehension (**đọc hiểu**)

Eg: Read the passage carefully and circle letter A, B, C, or D to choose the best answer.

Passage 1

Susan was very nervous about her interview. For at least three weeks before it she was worried about it. She really wanted the job but she knew that a lot of people wanted to do that too. She had been told that there were a great many applicants for it, so she prepared herself. She made notes of what she might be asked and of what she wanted to ask. When the day came, she arrived half an hour early. There were six other people waiting to be interviewed. They looked much more confident than her. She began to feel even more nervous. One by one, the others were called. Each of them came out looking satisfied. Susan was the last one to be called into the interview room. She had decided by then that she had no chance of getting the job, so she felt relaxed as she walked in; she felt that she had nothing to lose. The three interviewers were all very serious and they didn't seem to be interested in her. She forgot all the answers she had prepared and said the first things that came into her head. Afterwards she was sure she wouldn't get the job, but two days later she got a letter telling her she had been chosen because she had been the only one who acted naturally.

1. Susan was told that there were many _____ for the job.

- A. application B. applicant C. apply D. applicants

2. There were only _____ interviewees.
 A. 6 B. 7 C. 8 D. 9
3. Susan felt even more nervous than before because the other people _____.
 A. acted better than her
 B. looked more confident than her
 C. looked more relaxed than her
 D. knew that she had no chance of getting the job
4. She felt relaxed because _____.
 A. she had already prepared herself B. the other people were called
 C. she began to feel nervous D. she had nothing to lose
5. Susan won the job because she was the only one who _____.
 A. answered the questions naturally B. asked the questions naturally
 C. acted naturally D. told naturally

Read the following passage and circle letter A, B, C, or D to indicate the correct word for each of the blanks.

Passage 2

Although most families in the United States enjoy a high living standard, many American women have to work (1) _____ at home and in their offices. Despite their husbands' (2) _____ of the housework, women have to do (3) _____ of the housekeeping tasks. In single-parent families, the mothers may not have many children to take care of, but they have to (4) _____ their families alone and have to provide for all the housekeeping money. Therefore, the (5) _____ mothers have to work very hard to earn their living. Moreover, in spite of the fact that the single mothers have all the modern conveniences at their homes, they find that bringing up their teenage children alone is not easy.

- | | | | |
|-----------------|-------------|------------|-------------------|
| 1. A. hardly | B. hard | C. fast | D. equally |
| 2. A. share | B. need | C. refusal | D. responsibility |
| 3. A. best | B. most | C. fewest | D. least |
| 4. A. raise | B. earn for | C. keep | D. nurse |
| 5. A. dependent | B. lonely | C. alone | D. single |

17. Sentence-structures for rewriting

- How much + be + noun?/ How much + do/does + noun cost?
- show the way to, how to get to
- have + noun / There + be + noun
- S + be + adj + pre. + V.
- S + V + adverb.
- spend time + V-ing

- It takes/took smb + time + to-V
- remember to-V, don't forget to-V
- like to-V/ V-ing
- be fond of keen on + V-ing
- To- V/ gerund + be + adj.
- It's + adj + to-V.
- too + adj/adv + to-V
- so + adj/adv + that + negative/ positive
- adj/adv + enough + to-V
- Combine sentences by using relatives: who, whom, which...
- Conditional sentences.
- Present situation → Conditional sentence Type 2.
- Active → Passive
- Comparisons.
- Shall....? (as offers)
- be sure + clause
- Let's ... (as suggestions)
- What a/an + noun phrase (+ clause)

Eg:

Choose the best sentence that has the same meaning as the original one by circling letter A, B, C or D.

- *Although he is driving a luxurious car, he is not rich.*

- A. He is not rich and he owns a luxurious car.
- B. He has an expensive car and he is not very poor.
- C. Driving an expensive car makes him become poor.
- D. Despite driving a luxurious car, he is not rich.

- *Susan finds it easy to make friends.*

- A. It is easy to make friends with Susan.
- B. Susan has a lot of friends.
- C. Susan has no difficulty making friends.
- D. Susan is fond of making friends.

- *"If I were you, I would take a break," Tom said to Daisy.*

- A. Tom wanted to take a break with Daisy.
- B. Tom advised Daisy to take a break.
- C. Tom suggested not taking a break.
- D. Tom wanted to take a break, and so did Daisy.

- *They got success since they took my advice.*

- A. They took my advice, and failed.
- B. If they did not take my advice, they would not get success.
- C. But for taking my advice, they would not have got success.
- D. My advice stopped them from getting success.

- *I am very interested in the book you lent me last week.*

- A. The book is interesting enough for you to lend me last week.
- B. It was the interesting book which you lent me last week.
- C. The book which you lent me last week is too interesting to read.
- D. The book that you lent me last week interests me a lot

- *They spent a lot of money on food and clothes.*

- A. A lot of money was spent on food and clothes.
- B. A lot of money were spent on food and clothes.
- C. A lot of money on food and clothes were spent.
- D. Money was spent a lot on food and clothes.

- *The garden is too small to play football in.*

- A. The garden is so small not to play football in.
- B. The garden is small enough to play football in.
- C. The garden isn't big enough to play football in.
- D. The garden is such small that they can't play football in

- *I haven't eaten this kind of food before.*

- A. This is the first time I've eaten this kind of food.
- B. I haven't eaten this kind of food already.
- C. This is the first kind of food I have eaten.
- D. Even before I have not eaten this kind of food.

