

1 Complete this conversation using the present continuous form of the verbs in the list.

go finish take (x2) visit do
leave meet have work

A Where's Katja? What ¹ _____ she d _____?

B She ² _____ f _____ an email.

A But my plane ³ _____ l _____ in two hours and she ⁴ _____ t _____ me to the airport.

B I'll tell her to hurry. ⁵ _____ you v _____ our clients when you arrive?

A No, I ⁶ _____ g _____ straight to the hotel – we ⁷ _____ m _____ in the evening. We ⁸ _____ h _____ dinner together.

B ⁹ _____ you t _____ the presentation with you?

A Yes, but I ¹⁰ _____ still w _____ on the introduction. I can finish it on the plane.

B Well, have a good flight.

A Thanks, Michi.

2 Are these sentences from **1** talking about the present (P) or the future (F)?

1 What's she doing? ____

2 She's finishing an email. ____

3 My plane's leaving in two hours. ____

4 She's taking me to the airport. ____

5 Are you visiting our clients when you arrive? ____

6 We're meeting in the evening. ____

7 Are you taking the presentation with you? ____

8 I'm still working on the introduction. ____