

**1 Match phrases 1–5 with future uses a–e.**

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|----------------------|---|
| 1 I'll be meeting    | a something that will possibly happen                   |
| 2 I'm going to show  | b something that's been decided and organised           |
| 3 he'll be impressed | c a prediction  |
| 4 I might arrive     | d something that will be in progress at a certain point |
| 5 They're holding    | e a plan that's already been made                       |

**2 Complete the conversation with phrases 1–5 in Exercise 1.**

**Kim:** Hi Jamie, let's get started. What are you working on this week?

**Jamie:** Today and tomorrow I'm updating websites. On Friday, <sup>1</sup> \_\_\_\_\_ with Max Willis.

**Kim:** Oh great, is that the guy from *Ozone*?

**Jamie:** Yes, that's right. <sup>2</sup> \_\_\_\_\_ him some of the sites we've designed for other clients.

**Kim:** Are you going to give him a discount?

**Jamie:** I think <sup>3</sup> \_\_\_\_\_ with what we can do for him and he might pay full price for a website. But, if not, I'm going to offer him ten percent off the work.

**Kim:** Good. Now, I'd like to send you on a course next month. They'll be talking about how companies like ours can improve web security.

**Jamie:** That sounds like it'll be very useful. When is it?

**Kim:** <sup>4</sup> \_\_\_\_\_ it on the 25th.

**Jamie:** Oh, I might have something else on that day, but I'm sure I can change it.

**Kim:** That would be great, thanks. Now, is there anything else you'd like to talk about?

**Jamie:** Actually, there is one thing. I'm going to the dentist early on Thursday morning, and so <sup>5</sup> \_\_\_\_\_ later than usual. Of course, if I do, I'll stay late to cover it.

**Kim:** No problem at all. Thanks for letting me know.