

Complete the sentences with the correct words from the box.

answerphone click ~~copy~~ floppy disk e-mail fax
Internet printer program recharge screen

- 1 Could you print another copy of this letter. I want to keep one and give one to Steve.
- 2 My _____ address is lucyjoffe@hotmail.co.uk.
- 3 Tina's got a good computer _____ which teaches you to type in ten lessons.
- 4 You can find some really cheap air tickets on the _____.
- 5 If you look at a computer _____ all day, your eyes get tired.
- 6 I've got a colour _____. It's very fast and can print up to ten pages a minute.
- 7 Put the _____ in the computer and save your work on it.
- 8 Move the mouse slowly on the mat and _____ on the left button.
- 9 This mobile phone isn't working. I need to _____ it.
- 10 I'm going to draw a map and _____ it to Selina. She's coming here this afternoon and she doesn't know the way.
- 11 Martin wasn't in so I left a message on his _____.



- The words *program* and *programme* both exist in British English. The form *program* is used for computers, while the form *programme* is used for TV. In American English, there is only one form: *program*.
- The spelling of *disk* with a *k*, is only used for computer disks. The word is spelt with a *c* when it refers to music, for example *compact disc*, *disc jockey*.