

Exercise 1: Complete with *do/does* or *am/is/are*.

1. She _____ not like checking emails in the morning.
2. I _____ preparing a report right now.
3. _____ you work in the finance department?
4. They _____ having a meeting at the moment.
5. My manager _____ not speak French.
6. We _____ not busy today.
7. _____ he analyzing the data now?
8. I _____ in the office today, I'm working from home.
9. He _____ not finish work at 6 p.m.
10. The clients _____ waiting in the lobby.
11. _____ she attend conferences regularly?
12. I _____ writing an email, please wait a minute.
13. We _____ not organize events.
14. _____ you responsible for this project?
15. He _____ not working today, he is on holiday.
16. Our team _____ not usually meet on Fridays.
17. _____ they discussing the budget now?
18. I _____ not understand this part of the contract.
19. _____ she always arrive early to work?
20. _____ you checking the schedule at the moment?

Exercise 2: Make a Question (Present Simple / Present Continuous)

Example:

you / like / your job → *Do you like your job?*

1. she / your / boss
2. you / work / in an office
3. they / have / many clients
4. he / usually / travel / for work
5. your manager / speak / English
6. they / need / more time
7. the company / offer / training
8. you / meet / new colleagues today
9. he / talk / on the phone now
10. they / work / in sales team
11. she / write / an email at the moment
12. you / study / business English now
13. he / not / understand / this report
14. you / give / the presentation today
15. they / read / the contract right now
16. she / usually / check / emails in the morning
17. you / listen / to me now
18. he / speak / to the director now
