

PRESENT SIMPLE IN REAL LIFE!

Use it every day, everywhere!

1 MATCH THE USE

Match each sentence with its use.

1 I exercise in the morning before work



Habit



2 Water freezes at 0 degrees



General truth



3 The training session starts at 2 pm



Fixed arrangement



4 Close the door and turn off the lights



Instruction



2 COMPLETE (DAILY ROUTINE)

Complete the sentences with the correct form of the verb.

1 I _____ (wake up) early and _____ (prepare) my breakfast.



2 She _____ (arrive) at the office and _____ (organize) her tasks.



3 He _____ (take) a break at noon and _____ (continue) working.



4 They _____ (finish) their shift and _____ (leave) the building.



3 CORRECT THE ERROR

Find and correct the mistakes in these sentences.

1 He take the bus and arrive to work at 8 am

→ _____



2 She work in a bank and manage many clients every day

→ _____



3 I am check reports and send information in the afternoon

→ _____



4 The office open at 9 am and close at 6 pm

→ _____



5 He write emails and send messages to different departments

→ _____



4 ORDER THE SENTENCE

Put the words in the correct order.

1 every morning / prepares / she / and / reviews reports / her tasks

→ _____



2 the office / at 8 am / opens / and / employees / arrive early

→ _____



3 clients / with / speaks / he / and / solutions / provides

→ _____



4 during the day / they / work on projects / and / have meetings

→ _____



5 IDENTIFY THE CONTEXT

Read the sentence and write the type.

(Habit / General Truth / Fixed Arrangement / Instruction)

1 Employees follow company policies at all times

→ _____



2 The store opens at 7 am on weekdays

→ _____



3 Save the file and send it to your supervisor

→ _____



4 I drink coffee every morning before work

→ _____



TIPS



Habit: something you do often.



General truth: something always true.



Fixed arrangement: plans and schedules.



Instruction: steps or commands.

6 DESCRIBE THE IMAGE (AUTOCALIFICABLE)

Look at the image and choose the correct sentences.



A He works on a computer and checks information

B She studies at the university every weekend

C He drinks coffee in the office

D The sun rises in the east

E They play soccer every weekend