

### Bài 1: Chia dạng đúng của các động từ trong ngoặc

1. Yesterday, I \_\_\_\_\_ a big project. (finish)
2. By tomorrow night, she \_\_\_\_\_ two meetings; one in the morning and one in the afternoon. (attend)
3. There \_\_\_\_\_ a meeting in this hall tomorrow. (be)
4. I \_\_\_\_\_ a report about current market trends at the moment. (complete)
5. Next month, we \_\_\_\_\_ new employees. (hire)
6. We \_\_\_\_\_ the budget at this time next week. (discuss)
7. When he arrived, the team \_\_\_\_\_ the office. (already leave)
8. I \_\_\_\_\_ in the office across the road from here. (work)
9. My boss often \_\_\_\_\_ our progress at the end of every day. (check)
10. This time next month, I \_\_\_\_\_ in a training session. (participate)
11. She \_\_\_\_\_ with an important client last week. (meet)
12. They \_\_\_\_\_ to a webinar at present. (listen)
13. Last night, I \_\_\_\_\_ a presentation when my manager called. (prepare)
14. At 3 p.m. yesterday, he \_\_\_\_\_ a customer's complaint. (resolve)
15. They \_\_\_\_\_ their training yet. (not complete)

### Bài 2: Chọn đáp án A, B, C, D trước từ hay cụm từ phù hợp nhất để hoàn thành câu

1. By the end of last week, she \_\_\_\_\_ all her tasks.

|             |                 |                 |                 |
|-------------|-----------------|-----------------|-----------------|
| A) finishes | B) had finished | C) has finished | D) is finishing |
|-------------|-----------------|-----------------|-----------------|

2. We often \_\_\_\_\_ meetings on Mondays.

|         |        |                   |            |
|---------|--------|-------------------|------------|
| A) have | B) has | C) will be having | D) has had |
|---------|--------|-------------------|------------|

3. I \_\_\_\_\_ my new job at the company on Sixth Street.

|                     |                    |                           |                      |
|---------------------|--------------------|---------------------------|----------------------|
| A) has just started | B) will just start | C) will just have started | D) have just started |
|---------------------|--------------------|---------------------------|----------------------|

4. She \_\_\_\_\_ a coworker with a task yesterday when the blackout happened.

|           |                |              |          |
|-----------|----------------|--------------|----------|
| A) helped | B) was helping | C) will help | D) helps |
|-----------|----------------|--------------|----------|

5. Our employees \_\_\_\_\_ a team lunch last Friday.

A) had B) has had C) was having D) are having

6. She \_\_\_\_\_ five different countries in the last two years.

A) visit B) visits C) is visiting D) has visited

7. We \_\_\_\_\_ a company picnic next month.

A) have B) is having C) will have D) will has

8. They \_\_\_\_\_ feedback on their project yet.

A) have not received B) not received C) have received D) has not received

9. She \_\_\_\_\_ her report at this time next week.

A) presents B) presenting C) will be presenting D) presented

10. She \_\_\_\_\_ to a customer on the phone right now.

A) talks B) was talking C) are talking D) is talking

11. When I came into the office late this morning, the conference \_\_\_\_\_.

A) already started B) had already started C) has already started D) already starts

12. By the end of the day, I \_\_\_\_\_ my report.

A) will has completed B) will have completed C) completed D) complete

13. She \_\_\_\_\_ her previous job last month.

A) leaves B) leave C) left D) will leave

14. Lena usually \_\_\_\_\_ at work at 8 a.m.

A) arrive B) will arrive C) arrives D) has arrived

15. I \_\_\_\_\_ an email when the phone rang.

A) was typing B) typed C) have typed D) will type

References:

<https://zim.vn/toEIC-reading-dang-bai-ve-thi-dong-tu-trinh-do-350>