

Have to / Need to for obligation and necessity

Match the sentences 1 to 6 with the correct responses a - f.

- 1. You shouldn't stay up so late. You'll be tired tomorrow.
- 2. Why can't you go out to dinner with us?
- 3. Where were you last night? I didn't see you at the party.
- 4. I'll help you set up your new laptop later today.
- 5. I bought you some new headphones.
- 6. I didn't set up my webcam right. I guess it's because I didn't read the instructions.

- a. Sorry, I had to work.
- b. It's OK. I don't have to work tomorrow.
- c. You don't have to do that. I know you're very busy.
- d. Next time, you need to do that first!
- e. Thanks! You didn't have to do that.
- f. I have to work tomorrow.

Choose the correct form of *have to* or *need to* to complete the letter.

Dear team,

First of all, Eva _____ be away for the next two weeks for personal reasons. Someone _____ help out with her project while she is away. Let me know if you can help. It _____ only be one person. Two or three people can work on it together.

We have an important meeting next week. We _____ create a presentation and prepare carefully. We _____ have a video call sometime tomorrow to plan. Please let me know what time is best for you.

There will be a dinner party after work tomorrow evening. You _____ attend it, but it will be a lot of fun.

Best wishes,

Paul