1. Our teacher: 'You must study hard for the final exams.'

→ Our teacher _____

2. The job applicant: 'Could you tell me if the company provides computers for all employees?'

→ The job applicant_____ .

3. The career adviser: 'You should develop your communication and planning skills.'

→ The career adviser_____ .

4. My mother: 'I'll find information about short courses on organisational skills for you.'

→ My mother _____.

5. 'Would you like to see me play in a football match?'

→ The monitor invited _____.

6. 'Could you tell me what skills I need in order to get this job?'

→ The applicant asked the interviewer _____ .

7. 'If you like, I'll find more information about the company that you are applying to.'

→ My friend offered _____.

8. 'Go ahead. Apply for the job.'

→ His father encouraged _____.

9. 'The working conditions at this factory are terrible!'

→ He complained to his friends _____.

10. 'No, I can't tell you what the director's salary is because that information is confidential.'

→ She refused _____.

LIVEWORKSHEETS