

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 \_\_\_\_\_.