

Look at the picture and read the story. Write words to complete the sentences. Use 1, 2, 3 or 4 words.

That is such a good idea! Lucy West likes being an office manager, but when it's hot and sunny she looks out of the window at the view and dreams of holidays in the countryside. Last Thursday morning, the weather was wonderful. But there was so



much work to do. Lucy turned on her computer and started answering lots of important emails. At twelve o'clock she said to Alice, a designer who worked in the room as well, 'We need a holiday! But we can't leave the office. What shall we do?' 'Let's have a holiday here in our lunch break!' Alice said. 'Turn off the computers!' The two women moved their desks and computers and put a blanket and two cushions from the office cupboard down on the floor. Alice fetched a huge plate, two glasses and a cold bottle of lemonade from the office kitchen and then took some cheese, olives and cookies from her shopping bag. Alice played a CD of wild birds singing and the warm light from the sun came through the open office window. The women sat on the blanket, had their picnic, closed their eyes and dreamed of being in the countryside. It was difficult to start work again that afternoon! When Lucy got home her husband asked, 'Was it busy in the office today?' 'Yes! I wrote 148 emails and fixed a computer program and Alice finished her project,' she laughed. 'But we went on holiday too!'

Examples

Lucy likes her job. She's an office manager.

Lucy looks out of the window when it's hot and sunny outside.

Questions

1 The was fantastic last Thursday morning.

2 Lucy had to write lots of that morning.

3 A designer called worked in the office as well.

4 At twelve o'clock, the two women their computers.

5 Alice went to the office kitchen to get a, a plate and some glasses.

6 The women listened to of some birds singing.

7 Lucy wrote more than a hundred emails and she also that day.