

Grammar present modal verbs

Choose the correct options to complete the text.

How to **really** annoy your co-workers

Sharing an office is a little bit like sharing a house. There are certain things that you really ¹~~should~~ / *can't* avoid doing unless you want to seriously annoy your co-workers.

If you didn't buy the food or drink in the shared fridge, that means you ²*can't* / *might not* eat or drink it. It isn't yours. The exception is when some kind person brings in chocolates or biscuits to share, and even then you should ask, ³'*Must* / *May* I have one?'

And don't finish the coffee in the pot and then not make any more. You ⁴*don't have to* / *might not* want another cup, but someone else will.

It's hard enough trying not to be distracted by other people's phone conversations, you ⁵*have to* / *needn't* make it worse by putting the person you're talking to on speakerphone. And stop hitting 'reply all' when you answer an email. We ⁶*mustn't* all / *don't all* need to know you got the message.

If you ⁷*have to* / *should* gossip about your co-workers, you ⁸*shouldn't* / *ought to* do it where they can't hear you – and definitely not on social media.

Just be considerate and think about other people. It's that simple.



Complete the sentences with a suitable present modal from the box.

Use each modal only once.

can't have to may might mustn't ought to

- 1 It's lucky I found your purse. You ought to be more careful with your belongings.
- 2 I'm going to bed early tonight because I _____ get up at 5 a.m. tomorrow to catch a flight.
- 3 _____ I leave the room, please?
- 4 I'm not sure yet where we're going on holiday this year. We _____ go to Italy if it isn't too expensive.
- 5 You _____ ever go there on your own at night. It's really dangerous!
- 6 Sorry, you _____ sit there, it's already taken.