

# B You're not allowed to . . .

1 Complete the chart with the sentences from the box.

✓ You can't use your cell phone in the office.  
You have to come to work by 9:00.  
You must always wear a suit to work.

You need to have lunch at that time.  
You're not permitted to eat in your office.  
You're not allowed to write emails to friends.

Prohibition	Obligation
You can't use your cell phone in the office.	

2 Complete the conversation with the correct sentences from the box in Exercise 1.

Ms. Jones Welcome to Akron Accounting. This is your new office. Do you have any questions?

Mr. Okada Yes. Can I make personal phone calls at work?

Ms. Jones No, I'm sorry. You can't use your cell phone in the office.

<sup>1</sup> You can make personal calls at lunch.

Mr. Okada OK. What time is lunch?

Ms. Jones It's from 1:00 to 2:00.



<sup>2</sup> Mr. Okada Can I have lunch at my desk?

Ms. Jones No, I'm sorry.

<sup>3</sup> You can have lunch in our café, or you can go out to eat. There are a lot of good restaurants on Pine Street.

Mr. Okada OK. Thanks. Is there anything else I need to know?

Ms. Jones Yes.

<sup>4</sup> We try to dress for business here.

Mr. Okada No problem.