

Ron's Routine



1. Look at the pictures below. They show what Ron Stephens, a sales representative at an advertising agency, does every day. Label the pictures with the verbs in the box.

have lunch - get home - give presentations - send e-mails -
travel by train - talk on the phone - visit customers -
have a coffee break - leave notes to his secretary - have a meeting

				
8.15 am	10.00 am	4.30 pm	6.30 pm	12.00 pm
				
2.30 pm	11.15 am	11.30 am	7.30 am	9.00 am

2. Now write sentences about Ron's routine. Include any words you may need. You can get any ideas from the pictures. Also, use the times below the pictures to put the routine in order.

Example: *At 7.30 am, he travels to work by train.*

- _____
- _____

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- _____
- _____
- _____
- _____
- _____
- _____
- _____

3. Answer these questions about Ron's routine with full sentences.

- What time does Ron go to work?

  _____
- What does he do first?

  _____
- Then what does he do? (two things)

  _____
- What does he have a coffee break?

  _____
- What else does he do in the morning?

  _____
- What time does he have lunch?

  _____
- What does he do in the afternoon?

  _____
- What time does he have a meeting with his bosses?

  _____
- What time does he get home?

  _____



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