

3 Complete the conversations. Use will, going to or the present continuous form of the verbs in brackets

- 1 A. I can't hear you very well.
B. I'm sorry. I (speak) up a little.
- 2 A. Will she be here tomorrow?
B. No, she (visit) two suppliers near London.
- 3 A. Do we have a date for that meeting?
B. We (not have) it this week. It's now next Tuesday at 10 o'clock.
- 4 A. Did you arrange a time to talk to your boss?
B. Yes, I (meet) her today at two in her office.
- 5 A. When do we have to pay?
B. I'm not sure. I (ask) one of my colleagues and let you know.

4 Complete these dialogues with the best form of the verbs in brackets

- 1 A Where are you going? B I 1 (pick up) the new catalogues from Amanda today.
A Do you think Bill 2 (be) there?
B Yes, I 3 (see) him after Amanda - why?
A I've got a new price list for him ...
B OK, I 4 (take) it with me if you like. I 5 (make sure) he gets it.
- 2 C Have you decided on your holiday yet? D Yes - we 6 (go back) to Spain. I booked everything a few weeks ago.
C 7 (you / stay) in the same place as last year?
D Yes, it's much easier. But we 8 (not / fly) this time.
C How 9 (you / get) there?
D Ferry and car. There's a ferry that 10 (leave) at 8 p.m. every night. The whole journey 11 (only / take) 24 hours, and it means we 12 (have) our own transport when we're there.