



1 Choose the correct verb forms in **italics** to complete the text.

We're all accountants and we ¹**work** / **are working** for a telecommunications company in the finance department. We ²**sit** / **are sitting** at our PCs in the office every day and ³**check** / **are checking** the invoices and payments. But this week is different: we ⁴**attend** / **are attending** a training course. The company ⁵**currently changes** / **is currently changing** to a new accounting system, and this week, we ⁶**learn** / **are learning** all about it. So at the moment, we ⁷**stay** / **are staying** at a big hotel in the mountains. It's wonderful! When we're at home, we usually ⁸**spend** / **are spending** the evenings cooking and cleaning for our families. But here, there's an excellent restaurant and we can relax and have a laugh together.

2 Complete the text with the correct forms of the verbs in brackets.

My working day (¹start) _____ with a long journey to the office – usually over an hour on a crowded train. The first event of a typical day is the regular morning meeting. Our managers (²give) _____ updates on the department's progress. After that, it's a long, hard day of work. You can see me at work in this photo – I (³give) _____ a presentation to my colleagues. I often (⁴stay) _____ in the office until 9 or 10pm. But this is the old way. Now, things (⁵begin) _____ to change. Young people (⁶refuse) _____ to work long hours. They (⁷demand) _____ more leisure time and freedom.

