

## Extended Activity - Using action verbs to make suggestions

We can make a suggestion for improvement with a verb + noun / noun phrase. Fill in the blanks with appropriate action verbs given below. Each action verb can be used once.

study      check      replace  
clean      spend      prepare

No.	Problem	Suggestion
1	I could not contact the staff of the warehouse.	I think I should _____ a contact list.
2	The lighting was poor.	Perhaps I could _____ the lighting.
3	It was difficult for me to use the equipment.	I should _____ the manual carefully.
4	I overlooked a typo in the shipping form.	I think I should _____ more time on checking.
5	The safety goggles were damaged.	I think I should _____ the damaged PPE.
6	The workplace was messy.	Perhaps I could _____ the workplace.