

## Amazon staff to return to office five days a week

**Label the object in the office.**



**Use the words above to fill in the gaps.**

- Could you check if the \_\_\_\_\_ has enough paper before I send the next document?
- I use \_\_\_\_\_ to remind myself of important tasks during the day.
- Don't forget to empty the \_\_\_\_\_ before leaving the office.
- Can you pass me some \_\_\_\_\_ to organize these papers?
- We need more \_\_\_\_\_ to wrap the boxes for shipping.
- I used the \_\_\_\_\_ to take out the staples from the old reports.

**Write the words for the definitions.**

- \_\_\_\_\_: small pieces of metal used to fasten paper together when using a stapler.
- \_\_\_\_\_: a device used to punch holes in paper for filing
- \_\_\_\_\_: a piece of office furniture with drawers for storing documents.
- \_\_\_\_\_: a writing tool with a bright-coloured ink used to mark important text
- \_\_\_\_\_: a container, often made of plastic, used to organize and store papers
- \_\_\_\_\_: a piece of equipment that puts staples into paper to hold it together

Use the words above each paragraph to fill in the gaps.

**policy**      **being**      **declared**      **collaborate**      **still**  
**office**      **memo**      **return**

On the 23rd of May 2023, the WHO \_\_\_\_\_ "with great hope" an end to COVID-19 as a public health emergency. Sixteen months later, many workers are \_\_\_\_\_ working from home. Retail giant Amazon has decided it is time to end its hybrid work \_\_\_\_\_. The company has told its employees they must \_\_\_\_\_ to a five-day week from the 2nd of January 2025. Amazon CEO Andy Jassy told staff in a \_\_\_\_\_ that: "We've decided that we're going to return to being in the office the way we were before Covid." He said \_\_\_\_\_ with other staff would help workers \_\_\_\_\_, brainstorm, and invent. He added that teaching and learning from one another is "more seamless" in the \_\_\_\_\_.

**contribution**      **required**      **employees**      **globally**  
**mailbox**      **history**      **accelerate**      **protest**

Some \_\_\_\_\_ at Amazon are unhappy with the return-to-office rule. Staff have a \_\_\_\_\_ of telling Amazon about their concerns. In February 2023, Amazon \_\_\_\_\_ its employees to be in the office for three days a week. This caused many workers at the company's Seattle headquarters to \_\_\_\_\_. They walked out of their offices. The workers also complained about job cuts. Amazon cut 27,000 jobs \_\_\_\_\_ in early 2023. Another complaint was about Amazon's \_\_\_\_\_ to climate change. The workers believe that asking people to commute to work will \_\_\_\_\_ the climate crisis". Mr Jassy has created a "bureaucracy \_\_\_\_\_" for staff to make complaints about company rules.

## Connecting past and present II

### 1 Underline the correct words.

- 1 Yesterday I *phoned*/I've *phoned* the bank about our overdraft.
- 2 I *work*/I *have worked* here since the end of last year.
- 3 I *work*/I *have worked* from home one day a week.
- 4 I'm enjoying the conference. I *made*/I *have made* a lot of useful contacts.
- 5 I *saw*/I've *seen* Hugh Hopper a few days ago – he sends his regards.
- 6 We *went*/We *have been* to an interesting seminar last week.
- 7 Today *has been*/was really busy – and it's only lunchtime!
- 8 Today *has been*/was really busy. It's 7 pm – I'm going home.
- 9 I'm sorry but Patricia *left*/has *left* the office an hour ago.
- 10 Patricia? No, she isn't here right now. She *left*/has *left* the office.

**2 Put the verbs in brackets into either the present simple, past simple or present perfect.**

- 1 The company is doing very well. Last year sales went up (go up) 15%, and so far this year they have gone up (go up) another 12%.
- 2 We \_\_\_\_\_ (operate) all over Latin America. Recently we \_\_\_\_\_ (set up) branches in Peru and Colombia.
- 3 \_\_\_\_\_ (you/see) my laptop? I'm sure I \_\_\_\_\_ (leave) it here earlier.
- 4 This \_\_\_\_\_ (not look) like the right block. Are you sure we \_\_\_\_\_ (come) to the right address?
- 5 I \_\_\_\_\_ (never/speak) to him, but I \_\_\_\_\_ (speak) to his assistant on the phone yesterday.
- 6 I \_\_\_\_\_ (work) for WorldCom since last year, but now I \_\_\_\_\_ (want) to change jobs. \_\_\_\_\_ (you/hear) of anyone taking on new staff?

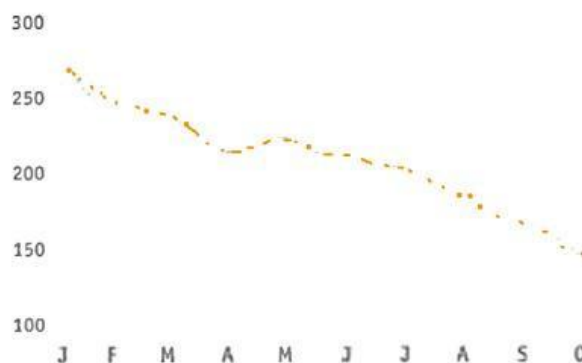
Complete the text about technology stocks by putting the verbs into the correct form of the past simple or present perfect.

## MARKET REPORT a rocky road for tech stocks

European investors <sup>1</sup> have watched (watch) US stock markets nervously over the last few months. The problems with US technology and telecoms stocks <sup>2</sup> \_\_\_\_\_ (begin) last March, and since then share prices at companies like Intel, HP and Apple <sup>3</sup> \_\_\_\_\_ (crash). Over the summer all these giants <sup>4</sup> \_\_\_\_\_ (announce) lower than expected profits, and investors fear that in the current economic climate demand for their products <sup>5</sup> \_\_\_\_\_ (peak). Now it's the turn of European stocks, and on Monday stocks in Germany's SAP and Finland's Nokia <sup>6</sup> \_\_\_\_\_ (fall) sharply. SAP <sup>7</sup> \_\_\_\_\_ (be) down 4%.

But there was some good news for investors yesterday. Capgemini <sup>8</sup> \_\_\_\_\_ (release) figures which showed that this year revenues <sup>9</sup> \_\_\_\_\_ (rise) to €9,100 million, up from €8,700 million last year. In recent years Capgemini <sup>10</sup> \_\_\_\_\_ (become) one of the leading players in the global IT services market, alongside IBM, EDS and Accenture. The company <sup>11</sup> \_\_\_\_\_ (also/lead)

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the way in the use of offshoring, often transferring work to countries such as India and Poland. This <sup>12</sup> \_\_\_\_\_ (improve) profitability as well as providing a wider range of options in the event of a sudden change in the market.