

ACTIVITY 1:

Match the first part of the sentence with the correct ending.

- 1) The report is...
- 2) The documents are...
- 3) The manager is...
- 4) The charger is...
- 5) The printer is...



ACTIVITY 2:

Complete the following business-related sentences with the correct preposition of place (on, in, at, under, next to).

- 1) The presentation slides are _____ the screen.
- 2) The confidential files are _____ the safe.
- 3) He is waiting _____ the main entrance.
- 4) Her bag is _____ her chair.
- 5) The water cooler is _____ the elevator.
- 6) The agenda is _____ the top of the pile.
- 7) The visitor badge is _____ your jacket.
- 8) The break room is _____ the cafeteria.

