

Imperative Sentences – Advanced Level Exercises

A. Identify the Imperative Sentences

1. Choose the sentence that is an imperative.
 - a. You need to complete the safety training.
 - b. Complete the safety training before next week.
 - c. The safety training was completed on time.
 - d. Completing the training is recommended.
 2. Choose the sentence that is an imperative.
 - a. The board has decided to delay the announcement.
 - b. Delay the announcement until the meeting concludes.
 - c. Delaying the announcement was unexpected.
 - d. The announcement was delayed last week.
 3. Choose the sentence that is an imperative.
 - a. The committee will finalize the agenda.
 - b. Be sure to finalize the agenda before tomorrow.
 - c. Finalizing the agenda took longer than expected.
 - d. The agenda was finalized yesterday.
 4. Choose the sentence that is an imperative.
 - a. Ensure all staff members receive the memo.
 - b. All staff members received the memo.
 - c. Receiving the memo was crucial.
 - d. The staff should have received the memo.
 5. Choose the sentence that is an imperative.
 - a. The guests are reminded to remain seated.
 - b. Guests should remain seated.
 - c. Remain seated until the lights come on.
 - d. Remaining seated is advisable.
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B. Transform into Imperatives

Directions: Rewrite the following sentences as imperatives.

1. You are advised to report suspicious activity to the manager.
→ _____
 2. It would be wise to check all attachments before sending the email.
→ _____
 3. You should never enter the restricted area without permission.
→ _____
 4. It's necessary to turn off the equipment after use.
→ _____
 5. The supervisor recommends that you update your profile regularly.
→ _____
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C. Fill in the Blanks with Appropriate Imperatives

Directions: Choose the correct imperative verb from the options provided to complete each instruction.

1. _____ your ID badge visible at all times while on the premises.
Options: a. Hold b. Keep c. Carry d. Maintain
 2. _____ the document thoroughly before you sign it.
Options: a. Study b. Scan c. Read d. Examine
 3. _____ any changes to the schedule to your team immediately.
Options: a. Display b. Announce c. Communicate d. Forward
 4. _____ a copy of your receipt for reimbursement purposes.
Options: a. Submit b. Keep c. Destroy d. Lose
 5. _____ professional even under stressful circumstances.
Options: a. Stay b. Act c. Remain d. Become
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D. Error Analysis

Directions: One of the sentences below contains an incorrect imperative form. Identify and correct it.

1. Identify the incorrect sentence
 - a. Please read the instructions carefully.
 - b. Don't forgetting to back up your files.
 - c. Save your work regularly.
 - d. Let's review the project timeline together.
2. Identify the incorrect sentence
 - a. Kindly refrain from using your phone in the exam hall.
 - b. Do not bring unauthorized materials into the testing area.
 - c. Be submit your assignment before the due date.
 - d. Make sure you write your name on the answer sheet.
3. Identify the incorrect sentence
 - a. Let's not argue about this again.
 - b. Please be quiet during the presentation.
 - c. Be cooperate with the new policy.
 - d. Keep your comments respectful and relevant.
4. Identify the incorrect sentence
 - a. Don't hesitate to ask if you need clarification.
 - b. Please confirming your attendance by Friday.
 - c. Use the main entrance after 6 PM.
 - d. Sign in at the front desk.
5. Identify the incorrect sentence
 - a. Handle the equipment with care.
 - b. Kindly checking the system updates daily.
 - c. Let's take a short break.
 - d. Refer to the manual for troubleshooting steps.