NAME:

1.1. John usually ___ to work by car, but today he ___ the bus.
A) goes / is taking
B) go / takes
C) is going / takes

1.2. Look! The accountant ___ the report right now.
A) writes
B) is writing
C) wrote

1.3. We ___ invoices every Friday.
A) send
B) are sending
C) have sent

2.1. While I ___ the financial report, the power ___ out.
A) prepared / goes
B) was preparing / went
C) prepare / was going

2.2. They ___ the balance sheet when the client arrived.
A) completed
B) were completing
C) completes

2.3. I ___ the meeting yesterday at 10 AM.
A) attended
B) was attending
C) attend

3.1. She ___ already ___ the invoice.
A) has / sent
B) have / sent
C) is / sending

3.2. We ___ in this office for five years.
A) work
B) have worked
C) worked

3.3. ___ you ever ___ a financial audit?
A) Did / do

B) Have / done

C) Are / doing

4.1. I think the company ___ expand next year.

A) is going

B) will

C) is

4.2. We ___ a meeting with the new client tomorrow. It's on the calendar.

A) will have

B) are having

C) have

4.3. Look at those numbers! They ___ go bankrupt.

A) are going to

B) will

C) go to

5.1. If you ___ late, you miss the report.

A) are

B) were

C) are being

5.2. If we finish early, we ___ to lunch together.

A) go

B) will go

C) went

5.3. If I were the boss, I ___ change the whole system.

A) will

B) would

C) can

6.1. You ___ finish the report before 5 PM. It's urgent.

A) might

B) should

C) must

6.2. Employees ___ wear formal clothes in this office.

A) have to

B) can

C) might

6.3. He ___ speak English very well.

A) ought

B) could
C) need to

6.4. You ___ send the file again; I received it.
A) don't have to
B) mustn't
C) could

O-DES
HABLEMOS en INGLES