ACTIVITY 1:

Choose the correct word to complete the conversation.

1) A: I can't find my notes!
B: Don't worry, I saw _____ on your desk earlier.

2) A: Did _____ attend the safety training yesterday?
B: No, _____ showed up!

3) A: We need _____ to test the new website.
B: I'll ask Leo. He's available.

4) A: I searched _____, but I couldn't find the updated file.
B: Oh no! It must have been deleted.

5) A: Has _____ reviewed the report yet?
B: I think Mia did.

6) A: There's _____ wrong with the figures on page 4.
B: Let's double-check the totals.

7) A: _____ emailed us about the invoice this morning.
B: It was the finance team.

LIVEWORKSHEETS

ACTIVITY 2:

Match each sentence to the situation where someone would say it.

1) Sentence: “Nothing’s working on my laptop!”
Situation:

2) Sentence: “Everyone did a great job this week!”
Situation:

3) Sentence: “Did anyone call while I was out?”
Situation:

4) Sentence: “There’s something we should discuss before we finish.”
Situation:

5) Sentence: “Someone left their phone in the meeting room.”
Situations:

6) Sentence: “We can work from anywhere this week.”
Situations:

7) Sentence: “Nobody mentioned the client’s concerns.”
Situations:

LIVEWORKSHEETS