

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.



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:

