

Review 4

1 Complete the email with words from the box.

airport book bus
customs delayed
passport rent stay

Hi Gina,

Sorry I didn't have time to meet you at the ¹ _____ yesterday. Unfortunately, the flight to Melbourne was ² _____ for seven hours, so I was very tired when I finally got to Australia. It also took a long time to go through ³ _____ control. Then I was stopped at ⁴ _____ and the officer opened both my suitcases. I decided to go to the hotel by ⁵ _____. I was too tired to drive but I know we need to ⁶ _____ a car for the rest of the trip. I'll arrange it when you arrive here tomorrow.

It was a good idea to ⁷ _____ the Ace Grand Hotel for the trip. I didn't want to ⁸ _____ in an apartment like last time.

Best wishes,

Karl

2 Choose the correct word.

Ray missed his flight ¹ *control / connection* to Manchester because of the bad weather. When he got to ² *departures / arrivals* there were no other flights that day. They were all ³ *stopped / cancelled* so he had to go by ⁴ *coach / train*. But it took all night because it ⁵ *departed / stopped* at every station. When Ray got to Manchester, he took a ⁶ *coach / taxi* to save time and go straight to the offices.

3 Put the letters in bold in the correct order to make words about the airport.

1 D**P**E**T**A**R**R**E**U**S** 2 T**A**M**I**N**E**R**L** 3 A**V**R**I**L**A**R**S** 4 B**G**A**G**A**G**E

4 Complete the travel itinerary.

- 28th September: fly to Beijing; meet Ms Chen at 'a _____.
- 28th September: ²s _____ at the Three Bridges Hotel in Beijing for three nights.
- 1st October: take the train to Shanghai and meet Mr. Kelly on the ³p _____.
- 1st October: stay at the company's ⁴a _____ for four nights.
- 2nd October: ⁵r _____ a car for two days to attend the conference on 3–4 October.
- 5th October: take return ⁶f _____ to London.

Mark, can you ⁷b _____ my train ticket from Beijing to Shanghai, please? Also, from Shanghai to London, do you know where my flight ⁸c _____ is?

5A Complete the conversation with phrases from the box. There is one extra phrase.

are frozen
I'm here I'm sharing
it's working on mute
see turning
you there working

Elsa: Good morning everyone. Are ¹ _____?

Khaled: Yes, ² _____.

Carla: Me, too.

Elsa: Can you ³ _____ me?

Carla: Sorry, I can't see you.

Elsa: My camera isn't ⁴ _____. Just a moment. Is that better?

Everyone: Yes, ⁵ _____ now.

Elsa: Hans, ⁶ _____ you there? I can't hear you.

Hans: Oh sorry, Elsa. I was ⁷ _____. Can you hear me now?

Elsa: Yes. OK, let's start then.

Hans: Oh no! The screen is ⁸ _____.

Elsa: Try ⁹ _____ off your video.

5B Complete the rest of dialogue with one word in each gap.

Elsa: Let's have a(n) ¹ _____ call, then. Khaled, please give us an update on the work.

Khaled: Sorry, can you ² _____ that? The ³ _____ isn't very good, you're ⁴ _____ up. My internet is very slow.

Elsa: ⁵ _____ up and I'll call you all ⁶ _____.

Test 4

Vocabulary

1 Choose the correct word to complete the sentences.

- 1 When I travel for work, I usually *book / stay at / go by* a flight online.
- 2 The team *stay at / go by / rent* a hotel near the office.
- 3 My boss rarely *rents / stays at / goes by* coach when she travels for work.
- 4 I sometimes *go by / rent / stay at* a car at the airport.
- 5 Our clients usually *book / stay at / go by* an apartment before they travel.
- 6 You always *stay at / go by / rent* plane when you travel.

2 Complete the sentences with the words in brackets.

- 1 Her train was _____, so she _____ in Paris four hours _____. (arrived / cancelled / late)
- 2 My coach _____ from Zurich. I _____ at Basel, but that coach was _____ by thirty minutes. (changed / delayed / departed)
- 3 Their train to the airport arrived at _____ four. They checked in, went through _____, and went to _____ seventeen for their flight. (gate / platform / security)
- 4 The fast train was _____, so we took the slow train. It _____ at every station, so we _____ about an hour late. (arrived / cancelled / stopped)

Grammar

3 Complete the conversations with *be* and the correct form of the verbs in the boxes.

fly meet stay

A: When ¹ _____ you _____ to Beijing?

B: Next week.

A: ² _____ you _____ customers there?

B: Yes, I ³ _____.

A: Where ⁴ _____ you _____?

B: In a hotel.

get go meet visit

A: ⁵ _____ David _____ Stella at the airport?

B: Yes, he ⁶ _____.

A: How ⁷ _____ Stella _____ to the hotel?

B: She and David ⁸ _____ by bus.

A: ⁹ _____ she _____ the factory on Tuesday?

B: Yes, she ¹⁰ _____.

★ 4 Write questions and sentences giving updates.

A: What / you work on right now?

1 *What are you working on right now?*

A: Is everything OK?

B: Everything / go well here.

2 _____

A: How is work?

B: It / not go well today.

3 _____

A: Gerard / write report?

4 _____

B: No / not be.

5 _____

A: They / give presentation?

6 _____

B: Yes / be.

7 _____

A: What / Lisa do at the moment?

8 _____

B: She / prepare the price list.

9 _____

Functional language

★ 5 Match the sentences with the best responses (a-d).

1 Good morning! Are you ready?

a Hang up. I'll call you back.

2 Sorry, the connection isn't very good.

b Yes, I said I'm adding Bill to the call.

3 I'm sharing my screen.

c Yes, I'm here.

4 Can you repeat that, please?

d Yes, I can see it.

5 Can you see me?

a OK, great.

6 You're breaking up.

b Yes, no problem.

7 I'm adding Jo to the call.

c Try turning off your video.

8 My internet connection is slow. The screen is frozen.

d Then let's have an audio call.

9 Are you there?

a My camera isn't working.

10 I can't hear you.

b OK, I did that. Can you hear me now?

11 Sorry, I can't see you.

c Oh, sorry. I was on mute!

12 Try unmuting your microphone.

d Yes, I'm here.