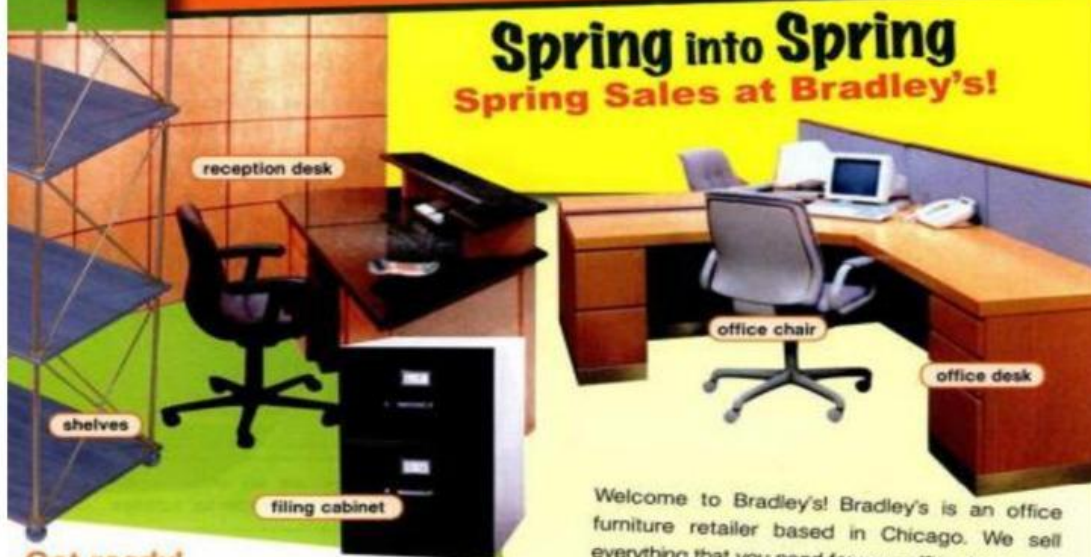


## 2

## Office furniture



### Get ready!

- 1 Before you read the passage, talk about these questions.

- 1 What furniture is usually in an office?
- 2 Where are some places you can buy office furniture?

### Reading

- 2 Read this excerpt from an office furniture retailer's catalogue. Then, choose the correct answers.

- 1 What is the passage mainly about?
  - A the kinds of chairs Bradley's designs
  - B the types of furniture for sale at Bradley's
  - C new furniture retailer in Chicago
  - D the changes in office furniture styles
- 2 What is new at Bradley's?
  - A the shelves
  - C metal desks
  - B office chairs
  - D filing cabinets
- 3 What is NOT discussed about Bradley's in the passage?
  - A what city it is located in
  - B the number of years it has been open
  - C the amount of the delivery charge
  - D what kind of items it sells

Welcome to Bradley's! Bradley's is an office furniture retailer based in Chicago. We sell everything that you need for your office, from **coat racks** to **filing cabinets**. With over 60 years' experience, we know what you need. Need a new **office desk**? How about a **reception desk**? No problem. We have them! We also have a large selection of **shelves** which come in wood or metal. Come in and **check out** our brand new line of **office chairs**. Bradley's offers different furniture styles, from **traditional** to **modern**. We also deliver to your home or office, Mondays through Fridays. (Delivery charges do apply.)

BRADLEY'S SPRING CATALOGUE

### Vocabulary

- 3 Place the words and phrases from the word bank under the correct heading.

#### Word Bank

reception desk   traditional   shelf  
modern   office desk   office chair

Furniture	Styles
_____	_____
_____	_____
_____	_____

- 4 Check (✓) the sentence that uses the underlined parts correctly.

- 1 ☐ A Check out these new desks.
- ☐ B Store these files in that office chair.
- 2 ☐ A My office desk is uncomfortable to sit in.
- ☐ B Hang your jacket on the coat rack.
- 3 ☐ A This is my great-grandfather's desk. It's very modern.
- ☐ B You organize folders in a filing cabinet.
- 4 ☐ A The shoes come in black and brown.
- ☐ B This shelf has six drawers and a matching chair.