

❖ Focus on:

- Talking about who you are, where you are (verb to be – Present, Past & Future)
- Talking about everyday actions (Present Simple)

Read and complete the following Whasapp conversation using the correct form of the verb in brackets:



Kent, I _____ (be) sorry but there _____ (be) a traffic jam, so I _____ (be) at the office in 2hs. ____ it _____ (be/ possible) to postpone the meeting till 3?

Carly, _____ (not do) worry. I _____ (understand) but I _____ (not can meet) you at 3 we _____ (have) a virtual meeting with the Canadian company, they _____ (need) to solve some issues urgently. _____ you make it on Friday early in the morning?

Sure!, I _____ (be) at the office at 8 am, ____ that _____ you? (do/ suit)
Stephen _____ (be) there too, in case you _____ (have) any doubts.

Great! _____ (see) you on Friday then. By the way, first meeting with the new client _____ (be) good.
Hope you _____ (be) not stuck in the traffic too long.

Me too! _____ (see) you on Friday morning. Take care. 😊