Practically speaking

Underline the correct verb in *italics*.

1 There *'s / are* five people in my department.
2 There *'s / are* a Logistics Department.
3 There *'s / are* an assistant.
4 There *'s / are* ten offices in Europe.
5 There *'s / are* one project manager.
6 There *'s / are* seven departments.

Language at work | Present simple: *I / you / we / they*

GRAMMAR REFERENCE

Present simple: *I / you / we / they*

Form

Positive:

	live	in Tokyo.
I	manage	the IT Department.
You	work	for a software company.
We	sell	products.
They	work	in Finance.
	meet	people.

Negative:

I		
You	don't work	in Sales.
We	don't live	in Brazil.
They	don't make	products.

Questions:

Do you / we / they work in Sales?
Do you / we / they live in Brazil?

Short answers:

Yes, I / you /we / they do.
No, I / you /we / they don't.

Questions with question words:

			work?
Where		you	live?
What	do	we	sell?
Who		they	manage?
			work for?

*We **work** for GSK.*
*They **don't live** in Munich.*
*Where **do** you **live**?*
*What **do** you **do**?*
*Who **do** they **work** for?*
*A **Do** you **work** in Sales?*
*B No, I **don't**. / Yes, I **do**.*

1 Complete with the phrases.

don't live *They meet* *I work (x2)*
I manage *They don't sell* *I live* *We have*

My name's Giorgio. [1]_____ for Siemens. I'm from Rome, but I [2]_____ in Italy. [3]_____ in New York. Siemens is a global company. [4]_____ offices all over the world. [5]_____ in the Human Resources Department. [6]_____ a team of three people. [7]_____ products. [8]_____ new employees in the company.

2 Write questions. Complete the short answers.

1 A you / live / in Japan *Do you live in Japan ?*
B Yes, I do.
2 A you / work / in Finance _____?
B No, we _____.
3 A they / have / factories / in Germany _____?
B Yes, they _____.
4 A they / manage / people _____?
B No, they _____.

3 Match 1–6 to a–f.

1 Where do you live? ___
2 Who do you work for? ___
3 Do you work in Frankfurt? ___
4 What do you do? ___
5 Do they work in Sales? ___
6 Do you make products? ___

a I'm a production manager.
b Yes, they do.
c I live in China.
d No, we don't. We sell products.
e I work for Airbus.
f No, I don't. I work in Munich.

4 Write the questions.

1 A _____?
B I'm an IT technician.
2 A _____?
B We work for a big finance company.
3 A _____?
B They live in South Korea.
4 A _____?
B I work for Air France.
5 A _____?
B They are sales reps.

LIVEWORKSHEETS