

- 1 Complete the conversations. Use the Present Simple passive form of the verbs in brackets. Score**
- A This is my first day in the kitchen and I don't really know what I'm doing.
- B Well, the morning food delivery _____¹ (bring) to the back of the hotel and it _____² (take off) the lorry immediately. _____
- A What time _____³ (the food / deliver)? _____
- B Before 6.30 in the morning. All the boxes _____⁴ (open) and everything _____⁵ (check). _____
- A OK. _____⁶ (that / do) by the chefs? _____
- B No, no. That's your job! Then if the order is OK, the documents _____⁷ (sign) by the manager. _____
- A OK. So how _____⁸ (the delivery / pay for)? _____
- B The hotel has an account. OK, then the food _____⁹ (prepare) in different sections of the kitchen. _____
- A So meat _____¹⁰ (cook) in a different section from fish? _____
- B That's right. And all the desserts _____¹¹ (make) by a chef in a different kitchen. _____
- A Wow. It's a busy place. So when _____¹² (the food / serve) in the hotel? _____
- B All day, every day. _____/12
- 2 Complete the conversations. Use the Past Simple passive form of the verbs in brackets or short answers.**
- 1 A When _____ (the Internet / invent)? _____
- B _____ (A network of computers / develop) in the 1960s. _____
- 2 A When _____ (the laptops / steal) from the office? _____
- B _____ (They / take) sometime over the weekend. _____
- 3 A _____ (the books / publish) all over the world? _____
- B No, they _____. _____ (They / sell) only in Europe. _____/2
- 4 A _____ (Anita / invite) to the project meeting? _____
- B No, she _____. _____ (She / tell) that they didn't need her there. _____/2
- _____/10
- 3 Correct the underlined mistakes in the conversation. Write the correct words.**
- A I spoke to Liz at InWear this morning. She wasn't happy. What happened with their order?
- B The order took _____¹ by phone, but the sales department made a mistake. _____
- C Yes, 1,000 boxes was order _____², not 100. _____
- But the order didn't check _____³ before delivery. _____
- A So 1,000 boxes sent _____⁴ to the client instead of 100. _____
- B Yes. But the extra boxes didn't pay _____⁵ for, so the client didn't lose any money. _____
- A No, but we lost time and money. 1,000 boxes put _____⁶ on a lorry and 900 was return _____⁷! _____
- C Yes, it was very stupid. The sales department did gave _____⁸ a warning yesterday. _____/8