

Practice File 6

Working with words

1 Match 1–6 to a–f to make questions and sentences.

- 1 Are you ____
 - 2 I like to comment ____
 - 3 You can build ____
 - 4 I want to connect ____
 - 5 You can search ____
 - 6 Why don't you join ____
- a for the HR Manager's profile.
b a network of useful contacts.
c on LinkedIn?
d a professional group?
e on interesting posts.
f with old friends from school.

2 Complete the conversation with the words from the list.

*posts bio on follows networking
add tweets search*

- A Are you ¹ _____ Twitter?
B No, I don't have time for social ² _____.
A But it's easy to join and fast to use. You just write your ³ _____, so everyone knows who you are. Then you can send ⁴ _____.
B What are they?
A Short messages – like ⁵ _____ on other social networks – but you can only use a maximum of 140 characters. That's why it's fast!
B And who reads my tweets?
A Anyone who ⁶ _____ you. You can ⁷ _____ for people and ⁸ _____ them to the list of people you are following.
B Mmm. I'm not sure ...

3 Write the noun that does not fit (Escribir el sustantivo que no concuerda con el verbo dado.)

- 1 You can **join** a *conversation* / *profile* / *group* / *social network*.
- 2 You can **update** your *status* / *chat* / *bio* / *profile*.
- 3 You can **add** a *status* / *link* / *friend* / *comment*.
- 4 You can **like** a *post* / *page* / *search* / *photo*.
- 5 You can **share** a *photo* / *post* / *link* / *friend*.

4 Write the correct expression. (Escribir la opción correcta)

- A Hello, I'm Rachel. ¹*Can I join you? / Can I help you?*
B ²*Yes, of course. / No, I don't.*
A ³*I hear you work for / Is this your first time at the congress?*
B No, I was here last year. ⁴*What do you think of it? / Please take a seat.*
A It's really interesting and nice to meet new people.

5- Write the extra word in the expression in italics. (Escribe la palabra que sobra en cada expresión)

- A Hi, I'm Mia Pieczek from Slovakia. ¹*I hear you do work for Motorola.*
B ²*Yes, that's is right.*
A You're my customer in Slovakia! ³*Would you like get another coffee?*
B ⁴*No, you're thanks.* I'm fine.
A OK. Well, I'd like one, so I'll ⁵*see me you later.*
B Yes. ⁶*Nice to talking to you.*

6-

Put the words in the correct order to make questions and sentences.

- 1 join / can / you / I
_____?
- 2 you / hear / I / for / KPMG / work
_____.
- 3 something / get / can / you / I
_____?
- 4 you / think / exhibition / what / of / the / do
_____?
- 5 me / please / excuse
_____.

Match verbs 1–10 to their past simple forms a–j.

- | | |
|--------------|---------|
| 1 do ____ | a went |
| 2 take ____ | b took |
| 3 give ____ | c met |
| 4 spend ____ | d left |
| 5 meet ____ | e gave |
| 6 go ____ | f had |
| 7 fly ____ | g spent |
| 8 have ____ | h did |
| 9 leave ____ | i saw |
| 10 see ____ | j flew |

- 2** Complete the email using the past simple form of the verbs in brackets.



Subject: Trip to Hawaii – I'm back!

Hi Timo,

I'm back from the trip. It was great. We ¹_____ (fly) with United Airlines in Business Class! Julio ²_____ (meet) us at the airport when we arrived. We ³_____ (spend) two weeks visiting customers, which was very interesting. Then we ⁴_____ (have) a short holiday and ⁵_____ (do) some sightseeing. We ⁶_____ (not see) Heike unfortunately – we ⁷_____ (leave) before she ⁸_____ (come) back from her holiday.

Anyway, can you tell me what happened in the company in the last three weeks?

Thanks,

Clio

- 3** Look at the diary. Complete the sentences using the past simple and the time expressions from the list.
Today is Wednesday 11th.

*last Thursday yesterday last night
a week ago two days ago*

MON 2	TUES 3	WEDS 4 <i>Go to Warsaw</i>	THURS 5 <i>Give presentation to the Board</i>	FRI 6
MON 9 <i>Leave Warsaw</i>	TUES 10 <i>Meet Jakob for lunch 8 p.m. see the new Bond film</i>	WEDS 11	THURS 12	FRI 13

- I _____ to Warsaw
_____.
- I _____ a presentation to the Board _____.
- I _____ Warsaw
_____.
- I _____ Jakob for lunch
_____.
- I _____ the new Bond film
_____.