

### Ella Taylors' daily routine

- First read Text A then **complete the sentences** in Worksheet A below
- Use **present simple verbs in the 3<sup>rd</sup> person singular**.

#### Text A

My name is Ella Taylor. I'm a receptionist. I wake up at 7:30 in the morning.

I have toast and coffee for breakfast. After breakfast, I get ready for work.

I start work at 9:00 a.m. In the morning, I answer phone calls and greet visitors. At lunchtime, I usually have a salad at the staff canteen. In the afternoon, I reply to emails. I finish work at 4:00 p.m. After work, I go jogging in the park. In the evening, I cook dinner and watch TV. I go to bed at 11:30 p.m.

#### Worksheet A

1. Her name is Ella Taylor. .....
2. She is a .....
3. She ..... up at .....
4. She ..... for breakfast.
5. After breakfast, she .....
6. She ..... work at .....
7. In the morning, she ..... and .....
8. At lunchtime, she usually ..... at .....
9. In the afternoon, she .....
10. After work, she .....
11. In the evening, she ..... and .....
12. She ..... to bed at .....