

Ella Taylors' daily routine

- First read Text A then **complete the sentences** in Worksheet A below
- Use **present simple verbs** in the **3rd 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