

Language at work

1 Complete 1–10 with the correct form of *can* or *be able to*. Sometimes more than one answer is possible.

- 1 Do you think you _____ come to the launch party next week?
- 2 We may _____ offer you a slightly better discount – I'll try my best.
- 3 So far I _____ (not) get in touch with her, but I'll keep trying.
- 4 As far as I _____ see, you have a valid complaint.
- 5 Do you know if Amanda _____ speak Spanish?
- 6 Do you think you will _____ finish on time, or will you need a few more days?
- 7 I'm afraid I _____ (not) come to the meeting next week.
- 8 We'll need an interpreter because I _____ (not) speak Chinese.
- 9 _____ (she) finish that report yet?
- 10 I _____ understand your worries, but I think we should take the risk.

2 Choose the correct words in *italics*.

- 1 A Did the hotel have a good view of the mountains?
B Yes, *I could / was able to* see Mont Blanc from my room.
- 2 A When I got to the office, I was locked out.
B How *could you / were you able to* get in?
- 3 A So what happened when you missed the plane?
B Luckily *I could / was able to* take another flight.
- 4 A Did she complain to you, too?
B Yes she did, but *I couldn't / wasn't able to* understand what the problem was.
- 5 A If the safe was locked, how *could you / were you able to* get the documents out?
B One of the managers had a spare key.
- 6 A What did you think when you heard Jan had been promoted?
B Well, at first *I couldn't / wasn't able to* believe it.
- 7 A Did you renegotiate the contract?
B Yes, *we could / were able to* obtain a slightly better deal.
- 8 A *Could you / Were you able to* contact Katie?
B No, not yet, but I'll call again later.