

**LISTENING & READING****Task 1**

*You are going to listen to or watch the video about a day in the life of an office worker. While listening, complete the text with one to three words in each gap.*

On weekdays, I always get up at a quarter to seven when my alarm 1) \_\_\_\_\_. The first thing I do is feed the cat. 2) \_\_\_\_\_, I have a shower and shave. Then I get dressed. 3) \_\_\_\_\_, I have breakfast. I usually 4) \_\_\_\_\_ cereal and a cup of coffee for breakfast but I 5) \_\_\_\_\_ have toast and marmalade. At half past seven I 6) \_\_\_\_\_ and walk to the bus stop where I 7) \_\_\_\_\_ the bus to work. It's 8) \_\_\_\_\_ always late.

If the traffic's not too bad, I generally 9) \_\_\_\_\_ the office at around 10 past eight. I'm a web designer so I spend most of the day 10) \_\_\_\_\_ the computer.

At 10 o'clock I have a coffee break and a chat with my 11) \_\_\_\_\_ about work or what we 12) \_\_\_\_\_ TV last night. We have a staff canteen so I sometimes have lunch there, but more often than not I just have a sandwich 13) \_\_\_\_\_ my desk. I usually 14) \_\_\_\_\_ at 5.30 but 15) \_\_\_\_\_ I have to work late to finish an urgent project.

Most days, I visit the gym before going home. It helps me 16) \_\_\_\_\_ fit and takes my 17) \_\_\_\_\_. In the evening, I enjoy relaxing with a glass of wine and frequently watch something 18) \_\_\_\_\_ Netflix. I normally have dinner at around eight and go to bed 19) \_\_\_\_\_. I rarely 20) \_\_\_\_\_ than that and I 21) \_\_\_\_\_ ever go out during the week. I'm too tired!

My weekend routine is a little bit different. I 22) \_\_\_\_\_ get up later 23) \_\_\_\_\_. I regularly do my shopping on Saturday morning, but I rarely go to the big supermarkets. The queues are too long. I 24) \_\_\_\_\_ the local shops near where I live.

I'm a keen cyclist. So, if the weather allows, I'll go for a long bike ride 25) \_\_\_\_\_ Saturday afternoon. On Saturday evening, I often go to the pub and have a drink with some friends, or I might 26) \_\_\_\_\_ a movie if there's something good on. On Sundays, I like to take things easy. I seldom 27) \_\_\_\_\_ out. I'd rather stay in and read the papers, do a bit of housework.

## **Task 2**

*Answer the questions about the video.*

1. What time does the man get up?
2. Does he have a bath or a shower in the morning?
3. What does he usually have for breakfast?
4. What's his job? = What does he do?
5. He goes to work by car, doesn't he?
6. Is his weekend the same as his weekdays are?

## **Task 3**

*In the text find the words which mean the following:*

- 1) to start ringing
- 2) a place to eat at work
- 3) people in the same department
- 4) very important and pressing
- 5) to stay at home
- 6) to give food