

 1B. Choose the correct word to complete the sentences.

1. My colleague Ben sometimes _____ coffee for me in the morning.

- ☐ a. calls ☐ b. gets ☐ c. helps

2. Pepe isn't friendly. He never _____ 'hello' or 'good morning'.

- ☐ a. forgets ☐ b. sends ☐ c. says

3. Akira never _____ my daughter's birthday.

- ☐ a. forgets ☐ b. says ☐ c. takes

4. Dilara often _____ me with problems at work.

- ☐ a. takes ☐ b. sends ☐ c. helps

5. Our colleague John sometimes _____ a two-hour lunch break.

- ☐ a. calls ☐ b. takes ☐ c. sends

6. I never _____ work emails in the evenings or at weekends.

- ☐ a. send ☐ b. say ☐ c. take

7. Simone usually _____ me for my help.

- ☐ a. takes ☐ b. gets ☐ c. thanks

8. Piotr often _____ his friends after work.

- ☐ a. gets ☐ b. calls ☐ c. takes

1C. Complete the text with the words below.

for

gets

helps

says

thanks

to

with

My colleague Sanjit is great. He always **(1)** 'hello' with a smile and he **(2)** coffee **(3)** everybody in the office. He always listens **(4)** us. He often **(5)** me **(6)** my problems and always **(7)** me **(8)** my help.

