

Present Perfect

Формула have/has + V3

Просто заповни пропуски ☺

send	I _____	an email to the manager.
write	She _____	a report about the monthly sales.
call	They _____	a client to confirm the order.
answer	He _____	the phone quickly.
take	I _____	notes during the meeting.
schedule	We _____	a meeting for Monday morning.
check	She _____	her calendar before confirming appointment.
discuss	We _____	the project in detail.
explain	He _____	the problem to the IT department.
organize	I _____	the files before sending them to my colleagues.
prepare	She _____	the presentation for the team.
share	We _____	our screens during online meetings.
join	They _____	the meeting on time.
attend	I _____	a conference on digital marketing.
update	He _____	the document with the latest figures.
cancel	I _____	appointments only when necessary.
review	She _____	the report.
send	They _____	invitations to all the participants.
ask	I _____	questions about the project deadline.
answer	He _____	the questions clearly.
submit	We _____	forms to the HR department.
request	She _____	assistance with technical issues.
confirm	He _____	the details of the contract.
print	I _____	the document for the presentation.
explain	She _____	the process step by step.
plan	We _____	the event.
offer	He _____	solutions to problems.
deliver	The courier _____	the package on time.
check	She _____	the details before sending emails.
update	I _____	the schedule.