Underline the correct tense in *italics* and add the adverb in brackets where given.

1 What *do you work / are you working* on? (at the moment)
2 We *have / are having* offices in over 20 countries.
3 More and more of our customers *order / are ordering* our goods online. (these days)
4 I*'m responsible / 'm being responsible* for everyone else's travel arrangements. (normally)
5 We *don't do / aren't doing* any business in Brazil until we can all speak Portuguese.
6 Overall, the economic climate *improves / is improving*.
7 My company *tries / is trying* to increase its trade in China. (currently)
8 I *do / 'm doing* this course because I *don't understand / 'm not understanding* Excel software.
9 *Do you give / Are you giving* presentations in your job? (often)

LIVEWORKSHEETS