

PRESENT SIMPLE IN REAL LIFE!

Use it every day, everywhere!

1 MATCH THE USE

Match each sentence with its use.

- 1 I exercise in the morning before work



- 2 Water freezes at 0 degrees



- 3 The training session starts at 2 pm



- 4 Close the door and turn off the lights



Habit



General truth



Fixed arrangement



Instruction



2 COMPLETE (DAILY ROUTINE)

Complete the sentences with the correct form of the verb.

- 1 I _____ (wake up) early and _____ (prepare) my breakfast.



- 2 She _____ (arrive) at the office and _____ (organize) her tasks.



- 3 He _____ (take) a break at noon and _____ (continue) working.



- 4 They _____ (finish) their shift and _____ (leave) the building.



3 CORRECT THE ERROR

Find and correct the mistakes in these sentences.

- 1 He take the bus and arrive to work at 8 am



→ _____

- 2 She work in a bank and manage many clients every day



→ _____

- 3 I am check reports and send information in the afternoon



→ _____

- 4 The office open at 9 am and close at 6 pm



→ _____

- 5 He write emails and send messages to different departments



→ _____

4 ORDER THE SENTENCE

Put the words in the correct order.

- 1 every morning / prepares / she / and / reviews reports / her tasks



→ _____

- 2 the office / at 8 am / opens / and / employees / arrive early



→ _____

- 3 clients / with / speaks / he / and / solutions / provides



→ _____

- 4 during the day / they / work on projects / and / have meetings



→ _____

5 IDENTIFY THE CONTEXT

Read the sentence and write the type.

(Habit / General Truth / Fixed Arrangement / Instruction)

- 1 Employees follow company policies at all times



→ _____

- 2 The store opens at 7 am on weekdays



→ _____

- 3 Save the file and send it to your supervisor



→ _____

- 4 I drink coffee every morning before work



→ _____

TIPS



Habit:
something you do often.



General truth:
something always true.



Fixed arrangement:
plans and schedules.



Instruction:
steps or commands.

6 DESCRIBE THE IMAGE (AUTOCALIFICABLE)

Look at the image and choose the correct sentences.



- A He works on a computer and checks information
B She studies at the university every weekend
C He drinks coffee in the office
D The sun rises in the east
E They play soccer

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