

Business 3: Present Simple



1. Work with a partner. Ask and answer the following questions.

- How are you ?
- How do you spell your first and last name?
- What do you do?
- Where do you come from?



2. Read the text below and answer the following questions.



This is Louise. Louise is 38 years old and she is a police officer. She comes from England and she lives in Leeds.

She has a dog. Her dog's name is Bobo. Bobo is 6 years old.

1. How old is Louise? _____
2. What does she do? _____
3. Where does she come from? _____
4. What is her dog's name? _____
5. How old is Bobo? _____

When we are talking about one thing we often use the indefinite article 'a' or 'an'. When the noun starts with a consonant (b,c,d,f,g, etc) sound we use 'a' for example: *a dog, a chair, a house* etc. When the noun starts with a vowel (a,e,i,o,u) sound we use 'an' for example: *an apple, an orange, an umbrella* etc.



3. Fill in the gaps below with the correct article 'a' or 'an'.

- | | |
|-------------------------------|-----------------|
| 1. ____ door | 2. ____ office |
| 3. ____ desk | 4. ____ table |
| 5. ____ key | 6. ____ example |
| 7. ____ assistant | 8. ____ meeting |
| 9. ____ international company | 10. ____ man |
| 11. ____ airplane | 12. ____ idea |
| 13. ____ computer | 14. ____ email |
| 15. ____ business card | 16. ____ advert |

Grammar: Present Simple

We use Present Simple:

- *To talk about facts and permanent situations.*

For example: Jane *is* a teacher. She *comes* from England. She *speaks* Chinese.

- *To talk about routines and hobbies.*

For example: Jane *wakes up* at 7am every morning. She *eats* eggs and toast for breakfast.

Note: In Present Simple we must always remember to add an -S to the verb when speaking in third person singular (he/she/it).



4. Complete the verb conjugations below.

<i>Verb: Walk</i>		<i>Verb: Drink</i>		<i>Verb: Take</i>	
I	_____	I	_____	I	_____
You	walk	You	_____	You	_____
He	_____	He	drinks	He	_____
She	_____	She	_____	She	takes
It	walks	It	_____	It	_____
We	_____	We	_____	We	take
You	_____	You	drink	You	_____
They	_____	They	_____	They	_____

Most verbs are easy to conjugate in the Present Simple but we have a few irregulars for example: *be, have, go* and *do*. The verbs are always only irregular in the third person form (*he/she/it*).



5. Complete the verb conjugations below of some important irregular verbs.

<i>Verb: Be</i>		<i>Verb: Have</i>		<i>Verb: Go</i>		<i>Verb: Do</i>	
I	_____	I	_____	I	_____	I	_____
You	are	You	_____	You	_____	You	_____
He	_____	He	has	He	_____	He	_____
She	_____	She	_____	She	goes	She	_____
It	is	It	_____	It	_____	It	does
We	_____	We	_____	We	go	We	_____
You	_____	You	have	You	_____	You	_____
They	_____	They	_____	They	_____	They	do



6. Read about Jay's daily routine and fill in the gaps with the correct verb.

eats	likes	finishes	goes	are	is
comes	lives	works	meets	takes	is



Jay _____ from England. He _____ in an apartment in London. He _____ for a company called InkSplash. Jay _____ a graphic designer at InkSplash.

He _____ working at InkSplash very much. The office _____ very modern and his colleagues _____ very nice.

Jay _____ the bus to work at 8am every morning. He always _____ an apple on the bus.

He usually _____ work at 5pm. After work, he _____ to the gym or _____ some friends.



7. Fill in the gaps with the correct form of the verb in brackets.

My name _____ (be) Natalia. I _____ (come) from the USA but I _____ (live) in London with my boyfriend Jay. Jay _____ (be) English and he _____ (work) as a graphic designer for a company called InkSplash. InkSplash _____ (do) a lot of work in design.

I _____ (be) a teacher at a local primary school. I _____ (wake up) at 6am every morning and I _____ (go) to work by bike at 7am. The children _____ (start) school at 8am. I _____ (love) my job.

I _____ (have) lunch with my colleagues every day at 12:30pm. Alice usually _____ (have) something very good for lunch because her husband _____ (be) a chef and he _____ (make) her lunch for work!



8. Work with a new partner and take it in turns asking and answering the following questions. Take notes of your partners answers.

- Where do you come from?
- What do you do?
- Where do you live?
- What time do you wake up in the morning? (6am, 7am, 8am etc.)
- How do you go to work? (by walk, by bus, by metro, by train, by car)
- What time do you usually finish work? (4pm, 5pm, 6pm etc.)



9. Share the information about your partner from exercise 8 with the class.



10. Match the companies with their country of origin below.

Spain	Germany	Ireland	The USA
France	China	England	Italy



11. Work with your class and make sentences about the companies below.

For example:

McDonald's is an American company. It sells burgers.

1. Mc Donald's 	2. Zara 
3. Coco Chanel 	4. Rolls Royce 
5. Haribo 	6. Aperol 
7. Guinness 	8. Huawei 