

Communication

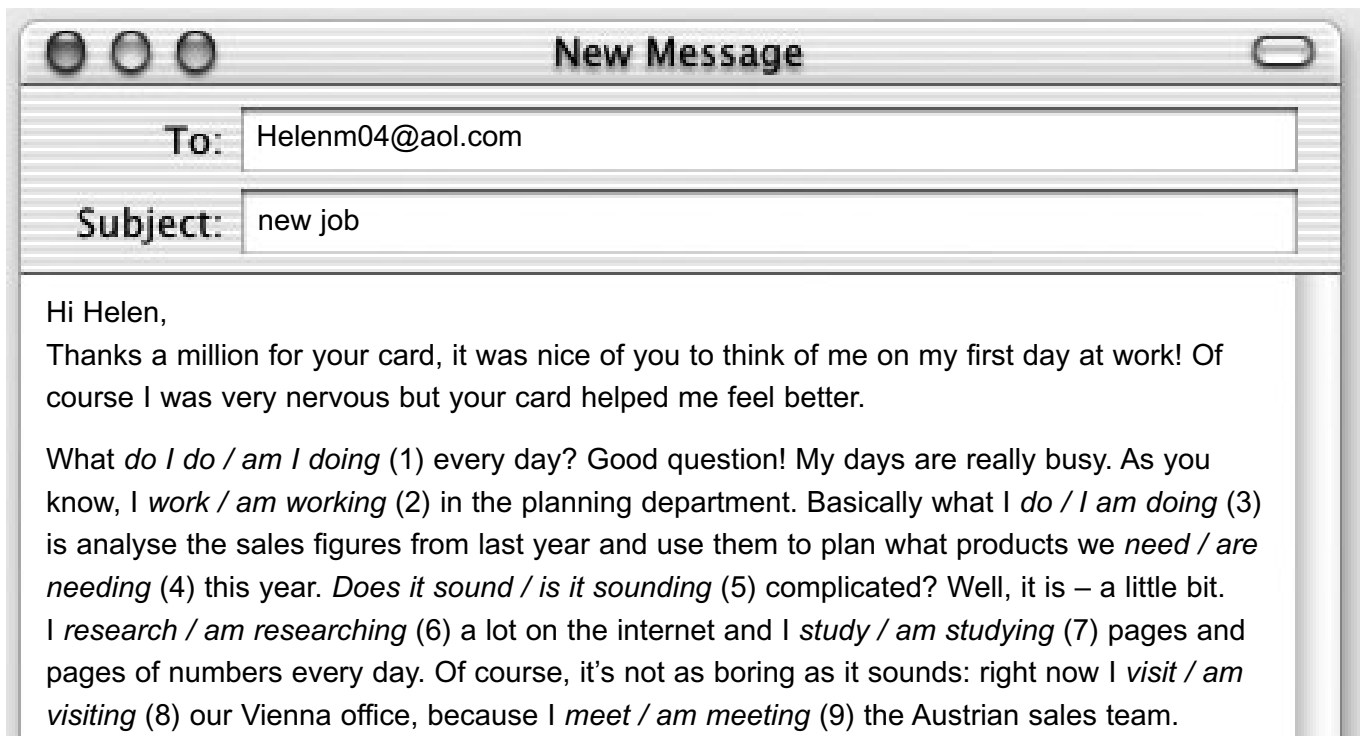
1 Adjectives or adverbs?

Put the words in brackets in the correct form.

- 1a. Did I say something wrong? John is looking at me very _____ (angry).
1b. Don't be _____ (angry) with me! I'm sorry!
- 2a. My teenage son loves _____ (loud) music.
2b. He sings _____ (loud) when he listens to his favourite music.
- 3a. It was a _____ (wild) party and the neighbours weren't happy.
3b. Everyone is shouting _____ (wild), I can't hear a thing!
- 4a. I'm so _____ (nervous)! I have my driving test today!
4b. John is waiting _____ (nervous) outside the door. He's next!
- 5a. Please drive _____ (careful) – the roads are icy.
5b. Ok, I promise to be _____ (careful). Don't worry about me!

2 An interesting job?

Matthew has just started a new job at TexCom. Read his e-mail and circle the correct form of the verb.



The screenshot shows an email window with the following content:

To: Helenm04@aol.com
Subject: new job

Hi Helen,
Thanks a million for your card, it was nice of you to think of me on my first day at work! Of course I was very nervous but your card helped me feel better.

What *do I do / am I doing* (1) every day? Good question! My days are really busy. As you know, I *work / am working* (2) in the planning department. Basically what I *do / I am doing* (3) is analyse the sales figures from last year and use them to plan what products we *need / are needing* (4) this year. *Does it sound / is it sounding* (5) complicated? Well, it is – a little bit. I *research / am researching* (6) a lot on the internet and I *study / am studying* (7) pages and pages of numbers every day. Of course, it's not as boring as it sounds: right now I *visit / am visiting* (8) our Vienna office, because I *meet / am meeting* (9) the Austrian sales team.

It's great – what a beautiful city! I often *travel / am travelling* (10) to different European cities because I have to talk to the sales teams. That's the best part of the job.

The worst part of the job is the office canteen – I'm serious! The food is awful. I usually *eat / am eating* (11) at a small Greek café near the offices. You know me, I can't work without food! We often *have / are having* (12) visitors from the European offices. When they *come / are coming* (13), we *go / are going* (14) to a really nice Italian restaurant in town for a business lunch – that's even better because the company *pays / is paying* (15) for it!

At the moment I *work / am working* (16) in our offices in Middleton but guess what? We are moving to Manchester! This move couldn't come at a worst time – this is our busiest period. At the moment we *plan / are planning* (17) the products for next season and everyone is very stressed. But our boss thinks we should be closer to the city centre – so that's where we are moving.

That's all for now. My Austrian colleagues *wait / are waiting* (18) for me (we are on a coffee break, you see.)

Thanks again for the card,
All the best,
Matthew