

Lesson(7).grammar

1-Rearrange the following words to make meaningful sentences and questions:

1. rain / It / tomorrow / will
2. will /India /to / travel / They / not
- 3.have / stakeholders / will / soon / We/ a / with / meeting / the.
- 4 . hire / handle/ The manager/ new / to / extra / accountants / workload / will
- 5 . the / be / Will / ? / complete / time / audit / on

2-Create Your Own Sentences

Create sentences using the Future Simple tense in both active and passive voice based on the words provided :

- 1.(Both parties / sign / the contract / next week)
- Active: _____
- Passive: _____
- 2 . (The government / introduce / new tax policies)
- Active: _____
- Passive: _____
- 3 . (The finance department / finalize / the budget forecast / tomorrow)
- Active: _____
- Passive: _____

3- Fill in the blanks with the correct preposition

choose from the given prepositions below:

{ on- with- for- in response to - at - in -
about }

1. The auditor found an error __ the balance sheet.
2. The company is expanding __ the increasing demand for its services.
3. They will come __ the meeting.
4. The company was founded __ 20th April 2020.
5. We had a long discussion __ the upcoming project.
6. We need to submit the report by Friday __ 5:00 PM.
7. The company is expanding its operations by entering in strategic partnership __ other industry leaders.

4-Complete the following questions using the correct

WH question word:

(who, what, where, which, when, why, how):

1. ____ did you start working in accounting?
2. ____ are your main responsibilities at your current job?
3. ____ department do you work in?
4. ____ is the head of your finance team?
5. ____ do you usually handle a difficult client situation?
6. ____ did you move to this company?
7. ____ is your office located?
8. ____ many years of experience do you have in business management?

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