**SIMPLE PRESENT: COMPLETE THE SENTENCES WITH THE CORRECT FORM OF THE VERB**

**Affirmative REMEMBER I WORK - HE/ SHE WORKS**

**BUT O / SS/ CH/ CH/ X + ES GOES FIXES**

1. I usually  ( go) to my office by car.

2. My friends often   (visit) me at weekends.

3. You (play) tennis once a week.

4. Tom (analyse) the figures from the company every week.

5. He always  (attend) meetings in the morning.

6. She never  (help) me with the paperwork!

7. Martha and Kevin  ( interview) possible candidates twice a year.

8. In this company the staff   (train) hard.

9. We  (live) in the city most of the year. In the summer we usually (travel)

10. She ( go) on bussiness trips once a month

**Negative PERSON + DON’T / DOESN’T + VERB**

1. I  (not chair) meetings.

2. They   (not sell) competitive products

3. He   (not work) for an energy company.

4. She   (not take) down notes in the interviews, she records them.

5. The product  (not cost) so much.

6.They  (not buy) new products.

8. Tim and Kate   (not work) from home every day.

9. We  (not give up).

10 Peter ( not understand ) his task

**Questions DO / DOES + PERSON + VERB …? Eg: DO YOU WORK FOR A BIG COMPANY?**

**DOES HE / SHE WORK FOR A BIG COMPANY?**

1. (I wake up) at six in the morning?  
   2.  (you go) to work by bus?  
   3.  (she drink) coffee every morning?  
   4.  (he call )meetings every week?  
   5.  (the result matter)?  
   6 (Emma conduct) the research well?  
   7   (you rest) enough?  
   8 (William work) too hard?  
   9  **(** they travel) often?  
   10 (Anthony go) to sleep too late?