Exercise 1:

1. You need to get a parking permit if you want to use the car park.

2. Employees have to attend at least three training days per year to receive a certificate.

3. She doesn't have to work with us if she doesn't want to. I just thought she might like to.

4. Can I call my family on this phone?

5. You don't have to drink the water from this tap. It's only for washing hands.

6. The room over there is for having a coffee and taking a break. Anyone can use it.

7. You aren't allowed to smoke anywhere on the premises. Go outside if you need a cigarette.

8. Do we have to wait outside until the security guard arrives with the key?

Exercise 2:

1. I have to welcome guests and answer the phone.

2. You don't need to bring your laptop – we have one you can use.

3. We aren't allowed to smoke in this area.

4. You mustn't take these documents out of the building.

5. We're not supposed to talk in the library, but everyone does.

6. You have to wear a helmet on the construction site.

7. Am I allowed to use your password to log in?

8. Do I have to drive on the left in this country?

9. She needs to sell her house. It's much too big for her.

10. Do you have to use a ladder? Can't you just stand on a chair?

11. I mustn't forget to buy new light bulbs.

12. You shouldn't be so careless.

13. You need to use a screwdriver to mend it.

14. You should buy rechargeable batteries.

15. You shouldn't eat so much fast food.

16. You mustn't wash this jumper in the washing machine.

17. What time do you think I should arrive?

18. You don't have to use glue.

19. I don't need to go yet.

20. You must have a visa to visit India.

Exercise 3:

1. I can usually choose my own hours at work, but I have to work at least 40 hours a week.

2. You can use your mobile. It must be switched off.

3. You have to pay in pounds. You can also pay in euros or dollars if you prefer.

4. The main requirements in my job are that you must be good at making decisions and you have to be a good leader.

5. Sorry I'm late home. I had to stay at work and finish a report. I couldn't leave until I'd sent it to my boss.

6. You don't have to have a university degree to work here, but you must have a lot of relevant experience.

7. We have to study at least one foreign language at school, but we can choose from English, Spanish, German, and Chinese.