

A Day in the Life...

1 Reading

Robert Stanway works for an advertising company.

Read about Robert's day, and fill in the table below.



I usually get up very early - at about 6 o'clock. I have breakfast with my wife, and then leave for work at 7:15. I go to work by train, and get to the office just before nine.

When I arrive at the office, I always check my email. I get a lot of messages from our overseas offices. Then I usually have a meeting with my team from 11 to 12 o'clock.

I have lunch in the office cafeteria at 12. The food isn't very good, but it's cheap. After lunch I sometimes meet clients, or write reports.

I usually finish work at about 6 o'clock, although I occasionally work overtime. I get home about an hour later, and have dinner with my family.

In the evening, I help my children with their homework, and watch television with my wife.

	Time	Activity
AM	6:00	He gets up.
	7:15	
	11:00 - 12:00	
PM	12:00	
	6:00	
	7:00	

2 Preposition check. Cover the previous exercises, and fill in the blanks.



- 1) Robert gets up 6:00.
- 2) He goes work train.
- 3) He has a meeting 11 12 o'clock.
- 4) He has dinner his family.
- 5) He watches television the evening.

3 Vocabulary Choose a verb, and write it in the correct form.

GET **WRITE** **HAVE** **CHECK** **WORK** **MEET**

- 1) He breakfast with his wife.
- 2) He his email.
- 3) He clients in the afternoon.
- 4) He sometimes reports.
- 5) He occasionally overtime.
- 6) He home at about 7 o'clock.

4 Question Writing Practice

- | | |
|---|---|
| 1) <u>What time does he usually get up?</u> ? | He gets up <u>at about 6 o'clock</u> . |
| 2) _____ ? | He has breakfast <u>with his wife</u> . |
| 3) _____ ? | He goes to work <u>by train</u> . |
| 4) _____ ? | He gets to the office <u>just before nine</u> . |
| 5) _____ ? | He has lunch <u>in the office cafeteria</u> . |
| 6) _____ ? | The food <u>isn't very good, but it's cheap</u> . |
| 7) _____ ? | He <u>meets clients</u> in the afternoon. |
| 8) _____ ? | He finishes work <u>at about six</u> . |

5 Speaking Practice Interview your partner about his/her day! Make notes below.

- When?
- Where?
- What time?
- Who...with?
- Why?
- How?
- Do you?

A Day in the Life: Teaching Notes

Target Structure:	Present Simple for routines
Vocabulary:	General
Level:	Elementary
Time:	40 minutes
Preparation:	None

Suggested Teaching Method

This worksheet is great for practicing the Present Simple. There are exercises covering the third person form, as well as question forming. The worksheet balances reading, writing and speaking skills, giving your students the opportunity to become much more confident with the grammar.

- Give one set of worksheets to each student.
Direct students to exercise one. Check that everyone understands the meaning of 'advertising'.
Students should work alone, and then check their answers in pairs. Finally go through the exercise with the class as a whole. Be strict with the third-person form of the verbs.
- Students should cover the top half of the worksheet before completing this exercise. After they have checked in pairs, go through the answers with the group.
- This exercise practices both collocations, and the third-person form. Students should work alone, and then check in pairs.
- The question form can be tricky for many students. If necessary, model the example on the board. This exercise is more difficult than it looks. The underlined part of the answer shows the kind of question needed.
- This final exercise gives students the chance to make their own questions. Give a few minutes for the students to prepare. Assign new pairs for the speaking practice.

Students should make notes on the worksheet. After the students have changed roles, you could ask them to make a short presentation on the person they interviewed. Alternatively, students could write up the answers in a paragraph for homework.

Answer Key (other answers may be possible)

- | | Time | Activity |
|--------|---------------|---------------------------|
| A
M | 6:00 | He gets up. |
| | 7:15 | He leaves for work. |
| | 11:00 - 12:00 | He usually has a meeting. |
| P
M | 12:00 | He has lunch. |
| | 6:00 | He finishes work. |
| | 7:00 | He gets home. |

Answer Key (other answers may be possible)

- 2**
- 1) Robert gets up at 6:00.
 - 2) He goes to work by train.
 - 3) He has a meeting from 11 to 12 o'clock.
 - 4) He has dinner with his family.
 - 5) He watches television in the evening.
- 3**
- | | |
|---|---|
| <ol style="list-style-type: none"> 1) He <u>has</u> breakfast with his wife. 2) He <u>checks</u> his email. 3) He <u>meets</u> clients in the afternoon. | <ol style="list-style-type: none"> 4) He sometimes <u>writes</u> reports. 5) He occasionally <u>works</u> overtime. 6) He <u>gets</u> home at about 7 o'clock. |
|---|---|
- 4**
- | | |
|--|--|
| <ol style="list-style-type: none"> 1) What time does he get up? 2) Who does he have breakfast with? 3) How does he go to work? 4) What time does he get to the office? 5) Where does he have lunch? 6) How is the food? 7) What does he do in the afternoon? 8) What time does he finish work? | <p>He gets up at about 6 o'clock.
 He has breakfast with his wife.
 He goes to work by train.
 He gets to the office just before nine.
 He has lunch in the office cafeteria.
 The food isn't very good, but it's cheap.
 He meets clients in the afternoon.
 He finishes work at about six.</p> |
|--|--|

Additional ideas

Handouts Online has lots more ideas for the Present Simple. Check our *Instant Lookup* search for more worksheets.

Have you tried [our flashcards](#)? They're an excellent way of teaching common vocabulary and collocations associated with the Present Simple.

Updated 5/14/2009

Become a Handouts Online Member!

Handouts Online Members have access to over THREE HUNDRED worksheets like this.

- Our worksheets are great for one-on-one lessons, pairwork and large groups.
- Designed for students of any nationality.
- Ideal for last-minute lessons.
- General and business English.
- Conversation, grammar, games, reading, vocabulary, flashcards and more.
- Perfect for building communication skills, accuracy and fluency.

Become a member today. Go to <http://www.handoutsonline.com> to join.

IMPORTANT NOTICE

These sample materials are copyright © Handouts Online. They may be photocopied and used in lessons. However, they may not be distributed electronically (such as by email) or reproduced on the Internet. Your use of these materials signifies agreement with these terms and conditions.