

A poster at work

Read an invitation to an office event to practise and improve your reading skills.

Before reading

Do the preparation task first. Then read the text and do the exercises.

Preparation task

Match the phrases (a–h) with the times (1–8).

Times

1. 2.30 p.m.
2. 6.25 p.m.
3. 12.00 p.m.
4. 12.30 a.m.
5. 7.45 p.m.
6. 3.55 p.m.
7. 9.15 a.m.
8. 1.40 a.m.

Phrases

- a. Twelve noon
- b. Half past two in the afternoon
- c. Quarter past nine in the morning
- d. Five to four in the afternoon
- e. Quarter to eight in the evening
- f. Twenty to two in the morning
- g. Twenty-five past six in the evening
- h. Half past midnight

Reading text: A poster at work

Time to relax!

Come and join our lunchtime yoga class with experienced yoga teacher Divya Bridge!

When? Every Tuesday at 1.30 p.m.

Where? Meeting Room 7

How much? £10 for four 30-minute classes.

What to bring? Comfortable clothes. Divya will provide the yoga mats.

How to join? Write to Sam at Sam.Holden@example.com

We can only take a maximum of 20 in the room, so book now!

Tasks

Task 1

Answer the questions with the words in the box.

An email	Tuesday	2.00 p.m.
Comfortable	Four	Now

1. Which day of the week does the yoga class take place?
2. How many classes can you take for £10?
3. What time will the class end?
4. What kind of clothes do you need to wear to the class? clothes
5. What do you need to send to Sam if you want to join?
6. When should you book if you want to join?

Task 2

Are the statements true or false?

	Answer	
1. Sam Holden is the yoga teacher.	True	False
2. The yoga class is once a week.	True	False
3. The class is at lunchtime in room 7.	True	False
4. You need to bring yoga mats to the class.	True	False
5. The class can't take 22 people.	True	False
6. You need to call Sam Holden if you want to join the class.	True	False

Discussion

Do you do any classes outside of your work?

Answers

Preparation task

1. b
2. g
3. a
4. h
5. e
6. d
7. c
8. f

Task 1

1. Tuesday
2. Four
3. 2.00 p.m.
4. Comfortable
5. An email
6. Now

Task 2

1. False
2. True
3. True
4. False
5. True
6. False