

Activity Type

Reading, writing, listening and speaking activity, pair and group work

Language Focus

Present simple and present continuous

Aim

To write and then ask present simple and present continuous questions in order to complete missing information in an email.

Preparation

Make one copy of the two worksheets for each pair of students.

Level

Pre-intermediate

Time

35 minutes

Introduction

In this engaging teaching activity, students write and then ask present simple and present continuous questions in order to complete missing information in an email.

Procedure

Divide the students into two groups (A and B) and give each student a corresponding A or B worksheet.

Tell the students to read the email on their worksheet and write the questions they need to ask in order to complete the missing information. Explain that the questions should be either in the present simple or the present continuous.

Students then work together with the people in their group and write the questions in the spaces provided. When the students have finished, go through the questions with each group and deal with any vocabulary queries.

Answer key

1. Where are you sitting?
2. What are you drinking?
3. What are you eating?
4. What are the two fishermen doing?
5. What is the boy doing?
6. What are you and Henry writing?
7. What time do you (and Henry) wake up?
8. What time do you (and Henry) start work?
9. Where do you (and Henry) work?
10. Why do you like where you (and Henry) work?
11. Who are you (and Henry) staying with?
12. Where does Lorenzo live?
13. What do you and Henry do every afternoon?
14. What do you do every afternoon?
15. What does Henry do every afternoon?
16. What do you (and Henry) usually do in the evening?
17. What is Henry looking for?
18. What does Henry want to do?
19. Where are you (and Henry) going in a few days?
20. What do you (and Henry) want to do next year?

Next, have the students pair up with someone from the other group (Student A and B). Tell the students not to show their worksheet to their partner until they have completed the text.

The students then take it in turns to ask and answer the questions they have prepared, starting with question 1. The students write the answers in the spaces in the email. When the students have finished, they check their answers by comparing worksheets.

Note: This is an editable PDF. To edit the document, select the Edit PDF tool in Acrobat.

Student A

Hi Jessica,

Greetings from Naples, Italy! At the moment, I'm sitting (1)
drinking coffee and eating (3) I often come here for lunch. It's
a nice place to relax and watch people. Right now, two fishermen are casting out their nets and
a boy is (5) I love it here!

However, it's not a holiday. Henry and I are writing travel articles for our new website. We are
really enjoying it, but it's hard work. We wake up at (7) and
start work at 7 o'clock. We work in a (9) I like where we work
because I get to meet a lot of new people.

At the moment, we are staying with (11), who lives in the city
centre. Naples is a lovely city. Every afternoon, we travel around and (13)
..... I make notes on where we go and Henry (15) In
the evening, we usually go for a walk along the seafront. Then, we go to a restaurant. The food
here is amazing.

Henry really likes it here too. He can't stop taking photos! At the
moment, he's looking for a (17) He
wants to buy a new lens for his camera. We are going (19)
..... in a few days, but we want to come back again next
year. Anyway, write back soon.

Love

Olivia



- 1.
- 3.
- 5.
- 7.
- 9.
- 11.
- 13.
- 15.
- 17.
- 19.

Student B

Hi Jessica,

Greetings from Naples, Italy! At the moment, I'm sitting in a café overlooking the harbor, drinking (2) and eating Babà, which is a Neapolitan dessert. I often come here for lunch. It's a nice place to relax and watch people. Right now, two fishermen are (4) and a boy is riding his bike along the promenade. I love it here!

However, it's not a holiday. Henry and I are writing (6) We are really enjoying it, but it's hard work. We wake up at six o'clock in the morning and start work at (8) We work in a coworking space near Naples Botanical Garden. I like where we work because (10)

At the moment, we are staying with Lorenzo (Henry's old school friend), who lives in (12) Naples is a lovely city. Every afternoon, we travel around and research ideas for articles. I (14) and Henry takes photos. In the evening, we usually (16) Then, we go to a restaurant. The food here is amazing.

Henry really likes it here too. He can't stop taking photos! At the moment, he's looking for a camera shop. He wants to (18) We are going to Rome in a few days, but we want to (20) next year. Anyway, write back soon.

Love

Olivia



- 2.
- 4.
- 6.
- 8.
- 10.
- 12.
- 14.
- 16.
- 18.
- 20.