

Self-employed Unit 2 Laura: Section 3

Answers**Worksheet 2f : Note writing**

1. b
2. c
3. a
4. c
5. b
6. c

Worksheet 2g: Giving instructions

1. c
2. a
3. c

Worksheet 2h: Key phrases and words

1. Neil's family **visited** last night.
2. We didn't have time to **tidy up**.
3. We've got people **visiting** tonight as well, so please will you clean the patio?
4. The jet washer is in the shed in a box by the door. Its manual is in the box **also** .
5. Oh, **incidentally** , we're having a parcel delivered this morning.
6. Please **listen carefully for the door bell to ring** and sign for it.
7. There is some new bleach in the cupboard. I **think that's why you left the** other bottle out yesterday?



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Worksheet 2i: Apostrophes

1. Hello Laura, Really sorry about mess in kitchen. **Neil's** family round last night.
2. **Didn't** have time to clear up. **We've** got people tonight as well, so please will you clean the patio?
3. Jet washer in shed in a box by the door. **Its** manual is in the box as well. Hope **it's** easy to read and you understand.
4. **Haven't** used before but Neil says **it's** easy.
5. Neil says **it's** best to use low pressure setting.
6. Patio was cleaned couple of **months** ago so not too dirty! **Detergent's** on shelf in shed.
7. Oh, by the way, **we're** having a parcel delivered this morning. Please listen out and sign.
8. New bleach in cupboard. Take it **that's** what you meant by leaving other bottle out yesterday?
9. Anyway, thanks a million! You **needn't** do bedrooms today. Think **you'll** be far too busy! Katie and Neil.

