**MODAL VERBS – exercises**

*I. Complete these sentences using each expression in brackets once.*

1. Before Eurostar trains started, you couldn't get to Paris in under three hours. Now you \_\_\_\_\_\_\_ do it

 in around two. (*can/couldn't*)

2. I \_\_\_\_\_\_\_ easily work 60 hours a week at the moment, but I don't think I'll \_\_\_\_\_\_\_ for ever.

 (*can/be able to*)

3. In a few years' time you'll \_\_\_\_\_\_\_ pay by cheque anywhere, although you \_\_\_\_\_\_\_ still use them in

 some countries at the moment. (*can/be unable to*)

4. \_\_\_\_\_\_\_ come to my office as soon as possible? And \_\_\_\_\_\_\_ bringing those figures with you?

 (*would you mind/could you*)

5. A: \_\_\_\_\_\_\_ I talk to you for a minute?

 B: OK, but I \_\_\_\_\_\_\_ only give you a minute. (*may/can*)

*II. Underline the most suitable verbs in italics for the contexts.*

1. You*'d better* / *must* tidy your desk. We're expecting visitors. [colleague to colleague]

2. All visitors *can* / *must* report to reception upon arrival. [on a notice board]

3. You *can* / *have to* give me at least four weeks' notice of your holiday dates. [manager to staff]

4. You*'d better not* / *don't need to* pay the invoice for 60 days. [salesperson to client]

5. I *must* / *might want to* remember to call Mark about that trip to Russia. [someone thinking]

6. We *need to* / *must* arrange that conference call with the Rome office.

 [member of staff to manager]

*III. Complete the second sentence so that it means the same as the first sentence.*

 *Use the modal verbs in the box.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *could* | *have to* | *must not* | *need* | *needn't* |

1. It's not necessary to wear a suit and tie if you work in the IT department.

 You \_\_\_\_\_\_\_\_\_\_ wear a suit and tie if you work in the IT department.

2. Company rules say that staff should claim all expenses within one month.

 Staff \_\_\_\_\_\_\_\_\_\_ claim all expenses within one month.

3. Are you able to look after the French delegation on Friday evening?

 \_\_\_\_\_\_\_\_\_\_ you look after the French delegation on Friday evening?

4. It's important to tell your colleagues if you will be out of the office.

 You \_\_\_\_\_\_\_\_\_\_ to tell your colleagues if you will be out of the office.

5. It is forbidden to use the Internet for personal reasons except during lunchtime.

 Employees \_\_\_\_\_\_\_\_\_\_ use the Internet for personal reasons except during lunchtime.