

10A What are you doing on ...?

Activity type: Speaking and listening – Role play – Groups of three / Whole class

Aim: To practise using the present progressive to talk about arrangements

Language: Present progressive for future arrangements – Use at any point from 10.2.

Preparation: Make one copy of the worksheet for every three learners and cut each worksheet up along the dotted lines.

Time: 25 minutes

- 1 Write on the board:

Wednesday 8.30 p.m. – John's birthday – dinner at Le Bistro

Friday 10.00 a.m. – meeting with sales team

It's _____ I've got a _____ I'm _____

- 2 Ask learners: *What am I doing on Wednesday evening?* Elicit how to complete the three sentences on the board to show three different ways to talk about future arrangements.

It's John's birthday, I've got a dinner, I'm having dinner at Le Bistro.

- 3 Follow the same procedure for the second sentence, asking: *What am I doing on Friday morning?*

It's the meeting with the sales team, I've got a meeting, I'm having a meeting with the sales team.

- 4 Divide learners into groups of three. Give each member of each group a copy of a different diary page, A, B or C.
- 5 Tell learners to imagine that they are all busy people, and that their diary pages show their schedules for the following week. Explain that the blank boxes show times when they are free, and that the four times with empty lines against them are times when they have other appointments or arrangements. Learners imagine what these appointments are and write them in.
- 6 Tell them that the three of them need to have a two-hour meeting next week to discuss a very important business deal. They talk together (without showing each other their diaries) and try to find a time when they can meet. Explain that it may be necessary to cancel or change existing arrangements.
- 7 Learners start their discussion. Note that there is not a time when they are all free, and so at least one member of each group will have to change or cancel an existing arrangement. Allow the discussions to continue until most groups have agreed a time for their meeting.
- 8 Each group then reports back to the class on when they have agreed to have their meeting, along with any changes or cancellations they have had to make.

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A

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8.30 Train to Glasgow for Conference	8.45 Breakfast with client 10.00 _____ _____			9.00 Project meeting 10.30 _____ _____
Conference		1.45 _____ _____	Afternoon off - take Mum out for birthday lunch.	4.00 _____ _____
5.30 Arrive back	Football final! - pick Chris up at 5.00	6.30 Tennis with boss. 8.00 Cinema with Sue		

B

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	10.00 _____ _____	Drive back from London - arrive late morning	9.30 Morning off - take Josie to hospital	
1.30 _____ _____	1.30 Lunch with sister	4.15 _____ _____		1.45 Dentist 3.30 _____ _____
3.30 Meeting with accountant	Drive to London - dinner with American partners	7.30 Parents' evening at Jack's school	7.30 Theatre with Mum and Dad	

C

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	8.00 _____ _____	11.00 _____ _____	11.30 Arrive back from Paris	11.00 _____ _____
2.00 _____ _____		2.00 Flight to Paris 5.00 Arrive hotel		
6.00 Carrie's school hockey match - the final!		6.00 Meeting of European Directors, then dinner	7.30 Wedding anniversary dinner!	5.00 Hairdresser 8.30 Amanda's party!