

Name :

Date:

1. I can type/ I can do the typing. But I don't have the speed/I haven't got the speed.

You can't just get the speed. You have to practise it. ( must)

2. You have to type as much as possible. You have to keep typing for a while.

(read /work / speak/do)

That is what I am going to do.

3. What do you mean by it?

What I meant was she manipulates things. (ගොතල කියනවා ) Just be careful. She is very good at manipulating things. (Exaggerate අතින් ආල කියනවා / එක දෙක කරනවා)

4. She loves knitting. (නිටින් knit රෙදි ගොතන්න)

Really? Her mother used to do it as well.

5. Today you are very early. How is that?

Today I left the office bit early. Today I had to leave the office bit early to get to the bank as well. It was my roster to bank cheques/post letters. (රොස්ටර්)

6. Whose wedding did you go for? ( engagement/birthday party/function)

It is one of my colleagues wedding/It is one of my office mates wedding.

It wasn't a wedding. It was our school get together. (OBA-old Boys' association /OGA – old girls' association)

7. Where was the wedding? ( when / how / what time)

The wedding was at his house/place.

8. You must not keep the door open. (cupboard/almirah/wardrobe)

It is not safe to keep the door open. Also the heater is on.

9. **Why** do you buy the Herald Sun?

**Because** there are useful articles in the papers. You can get to know what is happening out.

10. What are the papers he buys/ you buy?

Other than that, I buy the Age on Saturday.

11. Why do you buy the age on Saturday?

Because I want to apply for new jobs and also improve my English.

12. **How** do you go to work?

I go to work **by** car.

13. Is he leaving now? Are you leaving now?

He is not leaving right now/ **immediately**. (දැන්මම)

14. We won't be able to do the repair today. (He/ They)

If you can't do it today when can you do it?

15. My mother is dead. My father is living.

It is better to go there with your father.

16. Who is harassing you? (harass) හිරිහැර කරනවා

No one is harassing me. (George is harassing me)

17. Why did you give up that job? (that course) give up-අත්හරිනවා

Every day I had to work till 7pm. I can't do long hours now. I have two young kids. I am looking for a part time job these days. I will start my own business **in due course**. (යථා කාලයේදී)

18. What does the letter say? ( the paper/ news)

It says they have cancelled our order.

19. Shall we cancel the appointment?

It is not nice to cancel the appointment. ( go/ get late/ take leave/ leave/ refuse)

20. You don't do it in a hurry.

Then it won't look nice.

21. What shall we do if he doesn't come to work?

If he doesn't come, we are in trouble. (do/sign/approve)

22. You don't put me into trouble.

I won't put you into trouble.

23. How did he do such a thing to you? ( when/why/where/ what time/with whom)

I don't know why he did it.

24. It is difficult to understand him. (you /her)

People have different qualities.

25. Can you find time to do it? ( come/go/wash)

I will be able to find time.

26. They said they would come in today. But they didn't come.

They don't keep to their word. He doesn't keep to his word

27. What is the easiest way to contact you?

It is better if you contact me in the office.

28. What is the time you are in the office?

I am in the office from 8.30 to 5.00.

29. Don't you go out of the office?

Very seldom I go out. If I am not there, you can leave a message.

30. Can you ask Peter to wait till 5.30 today?

I don't think, he will like that idea.

31. We can't help it.

Today there is a container, coming from Hambanthota.

32. Why do you want Peter to wait?

If he is not there, who will unload the stuff?

33. If he refuses to wait, you can tell Boss.

I don't think he will refuse to do it.

34. Who will be the Chief Guest at the opening ceremony?

The Minister of education will be the Chief Guest.

35. What is he going to do?

I don't know, what he is going to do.

36. The vegetables which you brought were fresh.

I bought them from the Dandenong market.

37. Is it cheap to buy from the Dandenong market?

It is cheaper than anywhere else.

38. I didn't read the letter which they sent.

They said they were going to **file a case against** the company. (නඩුවක් දාන්න)

39. How weird it is (වියර්ඪ). It sounds very dodgy to me. (කෙරුවක)

It doesn't matter. Let them file a case. We will go to courts/fight against.

40. Romesh found a new job recently.

Wow... How lucky he is.

41. It is not the luck. He didn't give up looking for a job.

He struggled very hard for a job.

42. Unless, Boss comes, I can't go home.

Are you sure, Boss is coming to office again?

43. I had a bath this morning/I had a shower. I feel very fresh.

In my case, I always take a bath/have a shower before going to work.

44. She will come to work, unless she is sick.

She is very devoted to her job / she is duty conscious.

45. If I have money, I will buy that car.

They are asking \$15, 000 for the car. It is too much.

46. Can you tell me if you are going out?

O.K. I will tell you if I am going.

47. When I get my salary, I can give you the loan.

I will appreciate it very much, if you help me.

48. I was serving a customer, when Boss came

In vain, I didn't know, Boss came.

49. Since 2001, I have been working here. I have nothing to complain.

Very few people speak good of their job.

50. You said, you would send the letter yesterday.

I am sorry for the delay.

51. When are you sending the letter?

I am handing over the letter personally.

52. You have filed the letter in the wrong file. The letter has been filed in the wrong spot.(pv)

I didn't do/file it. Somebody else would have done it. It would have been done by someone else (pv).

53. If we place the order, they will bring.

I will go and place the order.

54. I have no doubt that you can invest now.

I don't know where I should invest.

55. Lots of apartments are now being advertised to invest.

I am afraid, it may not increase the value in the long run. (Appreciate)

56. It could be possible. /you had better check it with a qualified person regarding it.

Yes I will. Also I heard the value of the apartment may decrease eventually. If that is the case I will consider investing in a land. I am pretty sure no matter what. The value will increase whenever you invest in lands.

57. Can I have a square rule exercise book?

We don't have square rule. We have only single rule.