

**What is happening first?**

William Bates is having a visitor at work next Thursday. Read the memo his personal assistant gives him.

<b>Visitor's programme Thursday 10th May</b>	
9 a.m.	Pick up guest at airport. Bring him to hotel.
10 a.m.	Take guest on tour of workplace.
12 noon	Lunch with guest at Lotus Garden Thai restaurant.
2-4 p.m.	Have meeting with guest and boss.
4 p.m.	Bring guest to hotel for rest.
8 p.m.	Dinner at jazz club with guest and colleagues.

Now write full sentences about what William Bates is doing on Thursday. Don't write the exact times, but do use the following words to sequence the events: *after work, after lunch, first, then, in the evening, next.*

Example:

1. **First** William is **picking up**.....
2. ....
3. ....
4. ....
5. ....
6. ....

**Now answer these questions with short yes and no answers.**

1. Is he picking up his guest at the airport? .....
2. Is he taking his guest from the airport directly to his workplace? .....
3. Is he having lunch at a Chinese Restaurant? .....
4. Is he having a meeting in the morning? .....
5. Is he taking his guest on a tour of the workplace? .....
6. Is he going to an opera with his guest in the evening? .....

## What is happening first?

### Answers

1. First, William is picking up his guest at the airport and bringing him to the hotel.
2. Next he is taking his guest on a tour of the workplace.
3. Then he is having lunch with his guest at the Lotus Garden Thai Restaurant.
4. After lunch he is having a meeting with his guest and his boss.
5. After work he is bringing his guest to the hotel for a rest.
6. In the evening he is having dinner at a jazz club with his guest and his colleagues.

1. Yes, he is.
2. No, he isn't.
3. No, he isn't.
4. No, he isn't.
5. Yes, he is.
6. No, he isn't.