



VOCABULARY
MEETINGS - DATES
 CLASS ACTIVITY (a286)

Elementary Level (A1 - A2)

- ◊ Practice prepositions of time and dates
- ◊ Listen to someone describing their diary
- ◊ Create your own diary

Starting Off

1 Complete the sentences below using **at** or **on**.

- | | |
|--|---|
| 1 Can I see you _____ 4 o'clock today? | 6 Are you available _____ the 21st? |
| 2 Are you free for lunch _____ midday? | 7 We never have meetings _____ Friday afternoons. |
| 3 Do you work _____ Wednesdays? | 8 I leave work _____ 6pm. |
| 4 Does the training start _____ 9.30? | 9 Our visitors arrive _____ 5th June _____ half past eight. |
| 5 My vacation starts _____ July 31st. | 10 The next meeting is _____ Tuesday 7th January _____ 10:30. |



2 Listen to Alex talking about what is in his diary next week. Note some details about the appointments (1-8) below.



1
2
3
4
5
6
7
8



- 3 Work with a partner. Create six appointments (meetings, presentations, lunch etc.) in your diary on the right.
- 4 Tell your partner about the dates and times of your appointments
- 5 Listen to your partner. Note details of their six appointments below.

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____
- 6 _____

