

Office vocabulary Comparative adjectives practice

Business Result Pre-Intermediate Unit 6

Describe one of the things by comparing it to other things until your partner guesses what you are talking about

A (permanent) marker	A (postage) stamp
A (security) badge	A ballpoint (pen) (= A biro)
A box of staples	A briefcase
A (light)bulb	A bulldog clip
A business card holder	A calculator
A cardboard box	A clear folder
A clipboard	A coat rack
A cubicle	A cupboard
A date stamp	A desk lamp
A diary	A Dictaphone (= A voice recorder)
A door stopper	A drinks machine
An electric fan	A fax (machine)
A filing cabinet	A fire extinguisher
A first aid box	A fountain pen
A glue stick (= a Pritt Stick)	A headset
A highlighter (pen)	A hole punch
A laptop (computer)	A lever arch file
A light switch/ A panel of light switches	
A locker	A monitor
A mouse pad	A mug
A notepad/ notebook	A notice board
A pad of Post Its	A padded envelope
A pair of scissors	A paperclip
A partition	A pencil sharpener
A photocopier	A plug (= An electrical plug)
A projector	A projector screen
A ream of photocopy paper	A ring binder
A roll of Sellotape	A rubber band
A ruler	A sheet of stickers/ A sheet of labels
A (paper) shredder	A smoke detector
A socket (= An outlet)	A stapler
A swivel chair	A tape dispenser
A thumbtack (= A drawing pin)	A (USB) (stick)
A vending machine	A video cabinet
A wastepaper basket (= A bin)	A water cooler
A whiteboard marker	An address book
An answering machine (= An Ansafone)	An ashtray
An automatic (= mechanical) pencil	An electronic dictionary
An eraser (= A rubber)	An extension lead
An instruction manual	An intercom
An umbrella stand	Blinds
Bookends	Bookshelves
Fluorescent lights	Kitchen area
Drawers	Laser pointer
Pigeon holes	Recycling bins
Scrap paper	

