

Business English grammar prepositions of time review

Put these time expressions into the correct column by the preposition they take

the 1980's, 1997, the last financial year, last year, this month, July, 1st May, Monday, Friday evening, New Year's Eve, tomorrow, next week, the day before yesterday, Christmas, the weekend, 6 p.m, 16:35 on Monday, the evening, the early morning, night, lunchtime, the summer, the beginning of December, the end of April, midnight, my birthday, our wedding anniversary, every Thursday, the 20th Century,

at	on	in	- (= no preposition)

Try to generalise about what kinds of times each preposition goes with, and use that to finish and/ or start checking your answers.

Match those prepositions to these categories of times and use that to help you finish and start checking your answers:

- Days and dates
- Months, seasons and years
- "... the morning/ the afternoon/ the evening"
- "... night"
- Other periods of time longer than a day
- "this..." / "next..." / "last..."
- "every..."

Put true time expressions similar to those above in the sentences below, to make true sentences about you.

I last spoke English at work...

I went to bed on Saturday night...

I left work on Friday...

In pairs, read out just the time clauses you have written above, and try to guess which of the sentences each one goes with.

Connect the following time expressions with the sentence it can go with (only one of each pair is possible)

I have been working hard I have been working hard for	all morning
I have had 3 meetings I last had a meeting	on Friday afternoon
I have completed two very important projects I completed two very important projects	this month
I have known my boss I first met my present boss	during a conference
I haven't used English at all since I haven't used English at all for	Tuesday
I see the CEO I'm seeing the CEO	this morning

Write a time expression for each of the other sentences above.

Make the questions for all twelve sentences above.

Ask and answer those questions in pairs.