

Pair Work Speaking Exercise for Business: Prepositions of Time

Objective: To practice using prepositions of time in conversation while referring to a schedule.

Instructions:

1. Pair up with a partner.
2. One partner will play the role of a fictional businessman named John Smith, and the other will play the role of a colleague.
3. Using the provided schedule, John Smith will describe their weekly activities to the colleague.
4. The colleague will ask questions about John Smith's schedule, using prepositions of time.
5. Switch roles and repeat the exercise.

Example Conversation:

Colleague: *What do you have planned on Monday morning?*

John Smith: *On Monday, at 9:30 am, I have a meeting with the marketing team.*

Colleague: *Is there anything happening in the evening on Tuesday?*

John Smith: *Yes, on Tuesday evening, at 6 pm, I'm attending a networking event.*

Colleague: *When do you usually have lunch during the week?*

John Smith: *I usually have lunch at 1 pm, between my morning and afternoon appointments.*

Schedule for a Businessman (John Smith):

Remember to use prepositions of time such as 'on,' 'at,' 'in,' 'between,' and 'during' while discussing the schedule.

Day	Date	Time	Activity
Monday	May 1st	9:30 am	Meeting with Marketing Team
		1 pm	Lunch
		3 pm	Conference Call with Client
Tuesday	May 2nd	10:30 am	Presentation Preparation
		1 pm	Lunch
		6 pm	Networking Event
Wednesday	May 3rd	11 am	Team Strategy Session
		1:30 pm	Lunch with CEO
		4 pm	Budget Review
Thursday	May 4th	9 am	Meeting with HR
		12:30 pm	Lunch
		2 pm	Client Consultation
Friday	May 5th	10 am	Sales Team Review
		1 pm	Lunch
		3:30 pm	Finalize Monthly Reports
Saturday	May 6th	11 am	Golf with Potential Clients
Sunday	May 7th	5 pm	Family Dinner

