ENGLISH A2 · UNIT 11 · READING Name: _____ Date: _____

Reading: Setting up for Monday

Focus: reading an email thread about a new laptop: just / already / yet, phrasal verbs

Setting up for Monday

Hi Omar, thanks for the new laptop. I've already set up my email, and I've installed the video call app. I've just changed my password, too. But I haven't connected to the office Wi-Fi yet, and the printer doesn't work. Can you help me before Monday? Nina

Hi Nina, don't worry. First, switch the laptop off and on again. Then log in with your username and your new password. If the Wi-Fi still doesn't connect, call me on extension 204. For the printer, plug it in and wait a minute. It turns itself on. Then click 'Print' and pick up your pages at reception. One more thing: we've arranged a short training session on Monday at ten. You don't have to learn everything by yourself, so please come. Best regards, Omar

1 Read the emails. True or false?

1. Nina has already installed the video call app. ☐ T ☐ F
2. She hasn't changed her password yet. ☐ T ☐ F
3. The office Wi-Fi works on Nina's laptop. ☐ T ☐ F
4. Nina should call Omar if the Wi-Fi still doesn't connect. ☐ T ☐ F
5. The printer turns itself on when you plug it in. ☐ T ☐ F
6. Nina has to learn everything by herself. ☐ T ☐ F

2 Answer the questions about the emails.

Example: Who has got a new laptop? → Nina has.

1. What has Nina just done?

2. What should Nina do first for the Wi-Fi?

3. What is Omar's extension number?

4. When is the training session?

ANSWER KEY

1 1 T, 2 F, 3 F, 4 T, 5 T, 6 F **2** 1 She has just changed her password. | 2 She should switch the laptop off and on again. | 3 It's 204. | 4 It's on Monday at ten.