

Day 10

◎ OFFICE SUPPLIES (3)

◎ Vocab Review

Fill in the blanks.

1. She picked up a pair of sc____rs and started cutting her hair.
2. F____en your seat belts.
3. The tailor m____red me for a suit.
4. Don't forget to put a stamp on the en____pe.
5. Most of the letters end up in the was____per b____t.

1



2



3



4



5



6



7



8



Fill in the blanks.

1. They work in cu_____es in an open-plan office.
2. Any ph_____ier contains the technology for a scanner and a printer.
3. Do you have a f__ m_____ne at home ?
4. We use paper sh_____ers to destroy private, confidential documents.
5. In most countries, students use ca_____tors for schoolwork.