**Worksheet No. 2**

1. Receptionist: Good morning, clinic?
   Client: Good morning, Sir!
   Receptionist: Have you any appointment?
   Client: No! I'm from Manila and a newcomer!
   Receptionist: Thank you, Sir Rivera.

2. Lara _____
   Gloria _____
   Marcos _____
   Lara is a boy. Gloria is a girl. Marcos is a boy.

3. Francis Rice is Philip.
   Philip Gold is Francis.

4. Hello, my name is Juliana.
   What's your name? My name is Kate.
   What is it? Mona.

5. Operator _____ 9a | 10am | 2pm | 3pm
   Representative _____
   Address: _____
   Telephone number: _____
   Signed: _____

6. What's his name? Ferdinand Marcos.
   What's her name? Imelda Marcos.

| | |
|---|---|
| Vicente Gold (Mr.) | What's his name? His name is Vicente Gold. |
| Jessica Thatcher (Miss) | _____ ? |
| Frank Williams (Mr.) | _____ ? |
| Charles Fraser (Mrs.) | _____ ? |
| Jacob Pickleman (Mr.) | _____ ? |
| Cecilia Santos (Mrs.) | _____ ? |

7. Have you Frank Williams? Yes I am.
   Are you Cecilia Santos?
   No, I am not. I am Frank Williams.

8. Is your name Frank Williams? Yes, it is.
   Is your name Cecilia Santos? No, it isn't.
   It's Frank Williams.

9. Good morning, Mr. Villa.
   Good morning _____ Good afternoon.
   Good evening _____ Good night.
   Good morning.
   9:00 _____
   9:30 _____
   10:00 _____
   10:30 _____
   11:00 _____

10. Dictation
    Sir _____ Mr. _____ Mrs. _____ Miss _____ Ms. _____ Dr. _____ Prof. _____

| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
|---|---|---|---|---|---|---|
| Gloria | Kate | Kate | Tina | Gloria | Caroline | Francis |

| 8 | 9 | 10 | 11 | 12 |
|---|---|---|---|---|
| Francis | Philip | Marcos | Ferdinand | Rodriguez |

| 13 | 14 |
|---|---|
| Marcos | Tyrone |

**Read and write the following numbers:**

| | |
|---|---|
| 200 _____ | 1987 _____ |
| 300 _____ | 1991 _____ |
| 400 _____ | 1213 _____ |
| 500 _____ | 1231 _____ |
| 600 _____ | 1451 _____ |

- Count from one to ten.
- Count from ten to five.
- Count from one to twenty.
- Count backwards from ten to one.
- Count backwards from twenty to ten.
- Count backwards from ten to one hundred.
- Count backwards from one hundred to one.
- Count from ten to twenty by tens.
- Count from twenty to ten by tens.

11. What's your birthday?
    Mr. Villa's birthday is on the 3rd of March.
    Mrs. Villa's birthday is on the 5th of May.
    Mine is _____.

12. Mr. Villa's birthday is on the 3rd.
    Mrs. Villa's birthday is on the 5th.
    Mine is _____.

13. What are you?
    - Boy or girl?
    - Are you a student?
    - Teacher?
    - Are you a doctor?

14. Are you a boy _____.
    - Are you a student _____.

15. Write the English alphabet.

| A | B | C | D | E | F | G |
|---|---|---|---|---|---|---|
| H | I | J | K | L | M | N |
| O | P | Q | R | S | T | U |
| V | W | X | Y | Z | | |

Write capital letters. Draw the letters with your index and middle finger.