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B1 TENSES ≈ 27 MIN

Choosing Future Forms – *practice on paper*

You know the four jobs - now reinforce the choice with fresh everyday and workplace examples.

will : decision now / opinion - **going to** : prior plan / evidence - present continuous: arrangement - present simple: timetable

NAME _____ DATE _____

YOUR BUILD 1 · SORTING ○ 2 · FILL-IN ○ 3 · CORRECT ○ 4 · WRITE ○

BRICK 1 · SORT BY SOURCE OF THE DECISION · APPROX. 4 MIN ●○○

Sort each situation. Put decisions made while speaking and opinions under **will**. Put prior plans and present evidence under **going to**.

- a choice made during this phone call
- a marketing plan agreed yesterday
- an offer to carry the sample boxes
- dark clouds directly above the office
- your opinion about demand next quarter
- an intention already written in your notes
- a promise made as you speak
- sales figures that clearly point to growth
- a prediction based on personal judgement
- a decision completed before the meeting

WILL - NOW / OPINION	GOING TO - PLAN / EVIDENCE

BRICK 2 · COMPLETE WITH THE RIGHT FUTURE FORM · APPROX. 6 MIN ●●○

Put the verb in brackets into the fitting form. First mark whether the context shows a spontaneous decision, prior plan, fixed arrangement, or timetable.

01 The printer has just stopped. I _____ (call) IT now.

02 We made the decision last week: we _____ (replace) the old booking system next month.

03 The appointment is confirmed: I _____ (see) the designer at 2 p.m. on Tuesday.

04 According to the agenda, the webinar _____ (begin) at 14:00.

05 Look at that overloaded tray! Those folders _____ (fall).

06 I think hybrid work _____ (remain) common in our sector.

07 The venue and photographer have confirmed, and we _____ (hold) the award ceremony at 6 on Thursday.

08 The return flight _____ (land) at 19:40 according to the timetable.

YOUR BUILD · 1 · SORTING · 2 · FILL-IN · 3 · CORRECT · 4 · WRITE

BRICK 3 · FIND AND CORRECT THE MISTAKE · APPROX. 7 MIN

Each sentence contains exactly one mistake in the choice or form of the future expression. Underline it and rewrite the complete sentence correctly.

01 The table is booked, so I will have lunch with Nora at 12:30 tomorrow.

02 The entrance line already reaches the street - it will take an hour to get in.

03 My calendar is confirmed: I speak to the supplier at 4 tomorrow.

04 The online calendar lists the briefing, which will start at 8:30.

05 The phone is ringing - I am going to answer it.

06 We are meet the auditors in room 3 on Friday morning.

BRICK 4 · PLAN WITH FOUR FUTURE FORMS · APPROX. 8 MIN

Write your own English sentence for each prompt. Before writing, name the job of the form: decision, plan, arrangement, or timetable.

01 A colleague suddenly asks for help. Reply with a commitment using will.

02 State one work plan that you made before this conversation.

03 Describe one fixed arrangement next week with a time or place.

04 Give one event from an official travel or event timetable.

MINI-CHECK – CAN I DO THIS YET?

- ☐ For a decision made while speaking or an opinion, I choose will.
- ☐ For a prior plan or a prediction from present evidence, I choose going to.
- ☐ For a fixed personal arrangement with a time or place, I use present continuous.
- ☐ For an official timetable or published programme, I use present simple.

Not secure on every point yet? Label each sentence decision, plan, arrangement, or timetable and then try the sheet again.

Answer key

Check only when you have finished. Every answer comes with the **why** — the rule matters more than the result.

BRICK 1 · SORTING

01 **will** - a choice made during this phone call
The decision is made while speaking.

02 **going to** - a marketing plan agreed yesterday
The plan existed before the conversation.

03 **will** - an offer to carry the sample boxes
An offer made while speaking takes will.

04 **going to** - dark clouds directly above the office
The visible clouds are present evidence.

05 **will** - your opinion about demand next quarter
A personal opinion prediction takes will.

06 **going to** - an intention already written in your notes
The written intention is a prior plan.

07 **will** - a promise made as you speak
A promise made while speaking takes will.

08 **going to** - sales figures that clearly point to growth
The figures provide present evidence.

09 **will** - a prediction based on personal judgement
A judgement without present evidence takes will.

10 **going to** - a decision completed before the meeting
The decision is already a prior plan.

BRICK 2 · FILL-IN

01 The printer has just stopped. I'**ll call** IT now.
The decision is made now, so will fits.

02 We made the decision last week: we'**re going to replace** the old booking system next month.
Last week's decision is a prior plan.

03 The appointment is confirmed: I'**m seeing** the designer at 2 p.m. on Tuesday.
Confirmation and an exact time show a fixed arrangement.

04 According to the agenda, the webinar **begins** at 14:00.
The agenda is an official timetable and takes present simple.

05 Look at that overloaded tray! Those folders **are going to fall**.
The overloaded tray provides present evidence.

06 I think hybrid work **will remain** common in our sector.
I think frames the prediction as an opinion.

07 The venue and photographer have confirmed, and we'**re holding** the award ceremony at 6 on Thursday.
A confirmed venue, participants, and time show a fixed arrangement.

08 The return flight **lands** at 19:40 according to the timetable.
The timetable takes present simple for the fixed schedule.

BRICK 3 · CORRECT

01 The table is booked, so I'**m having** lunch with Nora at 12:30 tomorrow.
A booking and exact time mark a fixed arrangement.

02 The entrance line already reaches the street - it'**s going to take** an hour to get in.
The long line is present evidence.

03 My calendar is confirmed: I'**m speaking** to the supplier at 4 tomorrow.
The confirmed calendar entry is a fixed arrangement.

04 The online calendar lists the briefing, which **starts** at 8:30.
The official calendar entry takes present simple.

05 The phone is ringing - I'**ll answer** it.
The decision is made when the phone rings and takes will.

06 We **are meeting** the auditors in room 3 on Friday morning.
Present continuous needs the -ing form after are.

BRICK 4 · WRITE

Your sentences may differ - just check that the form matches the decision, plan, arrangement, or timetable.

01 "I'**ll help** you prepare the room."
The commitment is made as a spontaneous response.

02 "I'**m going to update** the contact list this afternoon."
Going to shows a plan made earlier.

03 "I'**m meeting** our new partner at the station at 10."
The time, place, and person show a fixed arrangement.

04 "The evening train **departs** at 18:12."
An official timetable takes present simple.

NEXT BRICKS — KEEP BUILDING FREE ONLINE

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