

SCENE 25 • GRAMMAR

come here, don't sleep

Requests, commands and rules

6 Exercises · Duration: 20 min.

The first week at work

English

Read & listen online 



Requests, commands and rules

An imperative usually starts with the base verb and no subject: **Come here, Sit down, Write your name.** Add **please** to make a request more courteous.

For a negative command use **don't** plus the base verb: **Don't sleep at work, Don't touch the printer.** Do not use a person ending after **don't**.

Rules can also use **no** plus a noun or **-ing** activity: **No cats in bed, No sleeping at work.** Choose a short form that makes the rule clear.

Form	Example	Meaning
Come	Come here, please.	Ask someone to come closer.
Sit	Sit down, please.	Ask someone to take a seat.
sleep	Don't sleep at work.	Tell someone not to sleep at work.
Write	Write your name, please.	Ask someone to write a name.
sleeping	No sleeping at work.	Write a rule prohibiting sleeping.
Don't	Don't touch the printer.	Give a negative command.

Come here, please.

Ask someone to come closer.

Sit down, please.

Ask someone to take a seat.

Don't sleep at work.

Tell someone not to sleep at work.

Write your name, please.

Ask someone to write a name.

No sleeping at work.

Write a rule prohibiting sleeping.

Don't touch the printer.

Give a negative command.

GRAMMAR

G1) NOTICE THE PATTERNS

Underline the form described in this unit.

1 Come here, please.

Meaning: Ask someone to come closer.

2 Sit down, please.

Meaning: Ask someone to take a seat.

3 Don't sleep at work.

Meaning: Tell someone not to sleep at work.

4 Write your name, please.

Meaning: Ask someone to write a name.

5 No sleeping at work.

Meaning: Write a rule prohibiting sleeping.

6 Don't touch the printer.

Meaning: Give a negative command.

G2) CHOOSE THE FORM

Choose the right word for the gap.

1 _____ here, please.

- ☐ A Come
- ☐ B Coming
- ☐ C Comes

Meaning: Ask someone to come closer.

2 _____ down, please.

- ☐ A Sit
- ☐ B Sitting
- ☐ C Sits

Meaning: Ask someone to take a seat.

3 Don't _____ at work.

- ☐ A sleeping
- ☐ B sleep
- ☐ C sleeps

Meaning: Tell someone not to sleep at work.

4 _____ your name, please.

- ☐ A Writes
- ☐ B Writing
- ☐ C Write

Meaning: Ask someone to write a name.

5 No _____ at work.

- ☐ A sleep
- ☐ B sleeping
- ☐ C sleeps

Meaning: Write a rule prohibiting sleeping.

6 _____ touch the printer.

- ☐ A Not
- ☐ B Don't
- ☐ C Doesn't

Meaning: Give a negative command.

G3) COMPLETE A SHORT MESSAGE

Fill the gaps with the words from the box.

Come Comes

_____ here, please.

Meaning: Ask someone to come closer.

Sit Sits

_____ down, please.

Meaning: Ask someone to take a seat.

sleep sleeps

Don't _____ at work.

Meaning: Tell someone not to sleep at work.

Write Writes

_____ your name, please.

Meaning: Ask someone to write a name.

sleeping sleep

No _____ at work.

Meaning: Write a rule prohibiting sleeping.

Don't Doesn't

_____ touch the printer.

Meaning: Give a negative command.

G4) BUILD USEFUL SENTENCES

Put the words in order.

1 Come please. here,

Meaning: Ask someone to come closer.

2 please. Sit down,

Meaning: Ask someone to take a seat.

3 work. at sleep Don't

Meaning: Tell someone not to sleep at work.

4 your Write please. name,

Meaning: Ask someone to write a name.

5 sleeping work. No at

Meaning: Write a rule prohibiting sleeping.

- 6 printer. Don't the touch

Meaning: Give a negative command.

G5) WHAT WOULD YOU SAY?

Choose the right words for the situation.

1 Ask someone to come closer. You say:

- ☐ A Come here, please.
- ☐ B Comes here, please.

2 Ask someone to take a seat. You say:

- ☐ A Sits down, please.
- ☐ B Sit down, please.

3 Tell someone not to sleep at work. You say:

- ☐ A Don't sleep at work.
- ☐ B Don't sleeps at work.

4 Ask someone to write a name. You say:

- (A) Write your name, please.
- (B) Writes your name, please.

G6) CONNECT MESSAGES AND MEANINGS

Match the pairs.

- | | |
|------------------------------|--|
| (1) Write your name, please. | (A) Give a negative command. |
| (2) Come here, please. | (B) Ask someone to write a name. |
| (3) Don't sleep at work. | (C) Ask someone to come closer. |
| (4) No sleeping at work. | (D) Tell someone not to sleep at work. |
| (5) Sit down, please. | (E) Ask someone to take a seat. |
| (6) Don't touch the printer. | (F) Write a rule prohibiting sleeping. |