

Giving instructions

When we give commands, we use the imperative form. To form the imperative, we use the base form of the verb without *to*. It takes the same form for all subjects (*you, her, they, etc.*).

Clean your room.

Call me before you leave.

Open the closet door carefully.

However, there are other phrases and verb forms you can use to give instructions. These forms are more similar to suggestions.

First, you should make an appointment with the doctor.

The next thing you need to do is turn on the computer.

Let's wash the car.

Task 1: Complete the instructions with the phrases below.

spread jelly on another slice of toast.

spread peanut butter on one slice of bread

put the two slices of bread together

How to make a peanut butter and jelly sandwich.

First you should _____ . The next thing you need to do is to _____ . After spreading the jelly on you should _____ . And now, let's eat! It's delicious!!

Task 2: Choose a task you know how to do (for example, *send an e-mail, make a sandwich*) and write down instructions to complete it, using the examples above.