1 Write positive sentences in Present Perfect.

1. I (fix) .................................................. the computer.
2. Jimmy (buy) ........................................ the most expensive audio card.
3. I (run) .................................................. scandisk.
4. Sue and Walter (format) ......................... their laptops.
5. She (erase) ......................................... all the private information.
6. I (break) ............................................. my keyboard.
7. He (defragment) ................................. my local hard drive.
8. John and I (create) ............................. a new user account for you.
9. When I (click) ................................. OK, a pop-up menu (appear) .................
10. I (remove) ........................................ the Recycle Bin icon from the desktop.

2 Transform sentences 1 to 5 in the exercise above into negative.

1.
2.
3.
4.
5.

3 Write questions in Present Perfect.

1. you / buy / a new ink cartridge .................................................................
2. Sarah / phone / the company .................................................................
3. you / check / your mail .................................................................
4. Sue / send / you / an email .................................................................
5. the computer experts / install / network .................................................................
6. the designer / finish / the web page .................................................................
7. you / delete / the spam messages .................................................................
8. you / verify / the free hard disk space .................................................................
9. they / try / to reboot the computer .................................................................
4 Make questions about the information in bold.

1. Adam has installed this new antivirus.  ...............................................................................
2. I’ve been in the office all day.  ...............................................................................
3. Sue has deleted all the startup programs.  ...............................................................................
4. She’s done it because the computer was running slow.  ...............................................................................
5. Jonh’s computer has crashed.  ...............................................................................
6. Fred and Danny have sent the order.  ...............................................................................
7. They have fixed the laptop using a simple screwdriver.  ...............................................................................
8. He has bought three memory modules.  ...............................................................................
9. I have launched the Task Manager.  ...............................................................................
10. We’ve put the CDs in the drawer.  .............................................................................

5 Read this email and complete the sentences with the verbs in the box.

Subject: Problems installing the program
To: Collin Parker

Hello Collin,

I (1)............. recently .................... the computer program you advised me to buy, but I can’t install it in my computer. I don’t really know what I can do. I (2).......................... everything. I (3).............................and (4).......................... the program several times. I (5)...............................

that the software is compatible with the version of the Operating System I use in my computer. I (6).............................. that the installation CD is not scratched or damaged. I (7)................................. to install the program from Safe Mode. Nothing has worked. Please, do you have any ideas?

Best regards.

buy, try, uninstall, reinstall, verify, check, try