

### Setting up an office countable uncountable roleplay discussion

*You need to set up a totally new branch of your company. The office that you have chosen is totally empty, so hold an internal meeting to decide what you will buy to put in it, and how much/ how many of those things. Start from the very beginning of the meeting (greetings, small talk, etc) and continue right until saying goodbye at the end.*

#### **Possible amounts/ numbers to talk about**

|                            |                       |                    |
|----------------------------|-----------------------|--------------------|
| a couple (of)              | a dozen               | a few/ a little    |
| a huge number/ amount (of) | a lot (of)/ lots (of) | a/ an              |
| half a dozen               | no                    | not many/ not much |
| one or two                 | quite a lot (of)      | some               |

- Bathroom supplies – (rolls of) toilet paper, (bottles of) toilet cleaner/ toilet bleach, (bars of/ bottles of) hand soap, hand towels, (packets of) paper towels
- Cash/ Money – coins, bills/ notes, change, petty cash
- Computer hardware – printers, servers, monitors, laptops, tablets, headsets, projectors
- Crockery – plates, bowls, mugs, glasses
- Cutlery – spoons, forks, (disposable) chopsticks, bottle openers, corkscrews
- Decoration – pot plants, posters, pictures
- Electronics – CD players, mp3 player docks, digital voice recorders, calculators, copy machines/ photocopiers
- Emergency equipment/ Safety equipment – (box of) first aid, fire extinguishers, Post It notes, smoke detectors
- Fixtures and fittings – hooks, noticeboards, bins/ wastepaper baskets, coat racks, bookshelves, cubicles, umbrella stands, whiteboards, curtains, blinds, sockets/ electrical outlets, partitions
- Food and drink – (cartons of) milk, (bottles of) mineral water, (sachets of) sugar, (sachet of) sweetener, (jar of/ sachet of) creamer, vending machines, drinks machines
- Furniture – desks, cupboards, lockers, sofas, (swivel) chairs, armchairs, filing cabinets, safes, drawers
- Kitchen supplies – washing up brushes, bottle brushes, (bottles of) washing up liquid, (rolls of) cling film/ wrap, tea towels
- Lighting – desk lamps, fluorescent strips, LED bulbs, flashlights/ torches
- Software – apps, operating systems
- Stationery – (reams of/ boxes of/ sheets of) (A4/ A3) photocopy paper, (bottles of) Tippex/ Whiteout/ correction fluid, ballpoint pens/ biro, toner, erasers, paper clips, thumbtacks/ drawing pins, (rolls of) Sellotape/ Scotch tape, automatic pencils/ mechanical pencils, hole punches, rulers, staplers, staples, pairs of scissors, guillotines, ring binders, date stamps, ink pads, (permanent/ whiteboard) markers, rubber bands, glue sticks, envelopes
- Telecommunications equipment – phones, mobile phones, answer machines, intercoms, mobile phone chargers, fax machines
- White goods – fridges/ cool boxes/ refrigerators, water coolers, kettles

*Compare the number/ amount of one thing which you chose with the rest of the class, then give examples of things you chose not to buy and why.*

*Ask about any words above which you don't fully understand.*

*Without looking above, add “some” and “+s” to any of the words below which can take “-s” (because they’re countable) and just “some” to the others (because they’re uncountable).*

app  
automatic pencil/ mechanical pencil  
ballpoint pen/ biro  
bin/ wastepaper basket  
calculator  
cash/ money  
change  
(disposable) chopstick  
cling film/ wrap  
copy machine/ photocopier  
corkscrew  
crockery  
cutlery  
desk lamp  
envelope  
equipment  
filing cabinet  
first aid  
furniture  
hand soap  
hardware  
hole punch  
intercom  
laptop  
lighting  
milk  
mineral water  
paper clip  
Post It note  
rubber band  
Sellotape/ Scotch tape  
socket/ electrical outlet  
software  
stapler  
stationery  
sugar  
Tippex/ Whiteout/ correction fluid  
toilet cleaner/ toilet bleach  
vending machine  
washing up liquid

*Hint 1:* There should be the same number of each kind/ *Hint 2:* General categories, liquids and powders are often uncountable

*Add words such as “boxes of...” to the front of all the others (the ones without +s) to make them countable. Then check your answers with the first worksheet.*

Put the “possible amounts/ numbers to talk about” words above into order of size in the spaces given below, e.g. “some paper” in the middle of the right-hand column. Note that some amounts/ numbers can go in both columns.

|       | <b>+ countable (+ mug/ mugs etc)</b> | <b>+ uncountable (+ milk etc)</b> |
|-------|--------------------------------------|-----------------------------------|
| big   |                                      |                                   |
| small |                                      |                                   |

Can you add any more similar expressions?