

Time Prepositions: in & at & on — Lesson 2

B1 Intermediate · More Practice

Name: _____ Date: _____

1. Listening Gap Fill

Listen to the recording and fill in each gap with the correct time expression.

When the original venue became unavailable, the organisers had to find a new one (1) _____. Fortunately, everything still went (2) _____, and the opening ceremony began at nine o'clock as planned. Speakers who confirmed (3) _____ were given priority slots, although a few registered (4) _____. The final programme will be sent to all delegates (5) _____. (6) _____, the conference attracts around three hundred visitors each year, though (7) _____ attendance is much higher. Investing in better facilities now should pay off (8) _____.

2. Multiple Choice

Circle the correct preposition to complete each sentence.

1. We had to change the room ____ short notice because of a double booking.
a) on b) in c) at
2. Despite the delays earlier in the week, the project finished ____ schedule.
a) on b) at c) in
3. It's best to reserve your hotel room ____ advance during peak season.
a) at b) on c) in
4. The venue was changed ____ the last minute, so please check your emails.
a) in b) at c) on
5. Doors open at 8am; guests should arrive ____ time to be seated by 8.30.
a) at b) in c) on
6. I'm still waiting for the invoice; ____ the meantime, I'll prepare the report.
a) on b) at c) in
7. ____ average, delegates spend two nights at the conference hotel.
a) On b) At c) In
8. ____ present, we're still confirming the final speaker list.
a) On b) In c) At
9. The certificates will be issued ____ due course, once results are verified.
a) in b) on c) at
10. The system works well, although ____ occasion the wifi is unreliable.
a) in b) at c) on

3. Matching

Match the sentence halves. Choose the correct ending (a–h) for each beginning (1–8).

Beginning		Ending
1. The results won't be ready today, but we'll email them ...	_____	a) in the long run.
	—	
2. The report isn't finished yet, but ...	_____	b) on occasion.
	—	
3. The flight departed exactly ...	_____	c) in advance, as spaces are limited.
	—	
4. We ran through the gates and got there ...	_____	d) at the last minute.
	—	
5. Nobody expected the announcement; it came ...	_____	e) in time to board.
	—	
6. You should confirm your place well ...	_____	f) on time, at 14:20.
	—	
7. The printer is usually reliable, but breaks down ...	_____	g) at present we're close to a final draft.
	—	
8. Prices are higher this year, but they should fall ...	_____	h) in due course.
	—	

4. Gap Fill

Complete each sentence with in, at, or on.

1. The organisers rearranged the whole event _____ short notice.
2. Everything is running _____ schedule so far.
3. Please submit your abstract _____ advance of the deadline.
4. The keynote speaker cancelled _____ the last minute.
5. We'll confirm the final headcount _____ due course.
6. _____ average, each session lasts about forty-five minutes.
7. The badges aren't ready yet — _____ the meantime, please use a name tag.
8. The system is stable, though _____ occasion it needs restarting.

5. Error Identification

Read each sentence. Is there an error with in / at / on? If so, correct it. If not, write "Correct".

1. The venue was changed at short notice due to flooding.
2. The project finished in schedule, which pleased everyone.
3. Please confirm your attendance at advance if possible.
4. The results will be published on due course.
5. On average, each delegate attends three sessions a day.
6. The wifi usually works, but in occasion it fails.

6. Sentence Transformation

Rewrite each sentence using the target time expression given, keeping the same meaning.

1. Rewrite using 'at short notice': The meeting was moved with very little warning.

2. Rewrite using 'on schedule': The building work finished exactly when planned.

3. Rewrite using 'in the meantime': I'm waiting for approval; during that time I'll prepare the slides.

4. Rewrite using 'at present': Right now, we don't have a confirmed date.

5. Rewrite using 'on occasion': Sometimes, but not often, the system needs restarting.

7. Complete the Conversation

Complete the event-planning conversation with the correct time expressions.

A: Is the new schedule confirmed yet?

B: Almost — we had to rearrange the whole day _____ after the caterer cancelled.

A: That's a shame. Are we still _____ for the afternoon sessions?

B: Yes, we booked the backup room _____, so that part's fine.

A: Good. Let me know the final numbers _____.

B: Will do. _____, could you print the new badges?

A: Sure. This kind of thing happens _____, but we always manage.

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1. Listening Gap Fill

Listen to the recording and fill in each gap with the correct time expression.

When the original venue became unavailable, the organisers had to find a new one (1) _____. Fortunately, everything still went (2) _____, and the opening ceremony began at nine o'clock as planned. Speakers who confirmed (3) _____ were given priority slots, although a few registered (4) _____. The final programme will be sent to all delegates (5) _____. (6) _____, the conference attracts around three hundred visitors each year, though (7) _____ attendance is much higher. Investing in better facilities now should pay off (8) _____.

Answers: (1) at short notice, (2) on schedule, (3) in advance, (4) at the last minute, (5) in due course, (6) on average, (7) on occasion, (8) in the long run

2. Multiple Choice

Circle the correct preposition to complete each sentence.

1. We had to change the room ____ short notice because of a double booking.

a) on b) in c) at

Answer: c) at — 'At short notice' means with very little warning before something happens.

2. Despite the delays earlier in the week, the project finished ____ schedule.

a) on b) at c) in

Answer: a) on — 'On schedule' means according to plan, at the expected time.

3. It's best to reserve your hotel room ____ advance during peak season.

a) at b) on c) in

Answer: c) in — 'In advance' means before something happens, ahead of time.

4. The venue was changed ____ the last minute, so please check your emails.

a) in b) at c) on

Answer: b) at — 'At the last minute' means very close to a deadline or event.

5. Doors open at 8am; guests should arrive ____ time to be seated by 8.30.

a) at b) in c) on

Answer: b) in — 'In time' means with enough time to spare before something happens.

6. I'm still waiting for the invoice; ____ the meantime, I'll prepare the report.

a) on b) at c) in

Answer: c) in — 'In the meantime' means during the period between two events.

7. ____ average, delegates spend two nights at the conference hotel.

a) On b) At c) In

Answer: a) On — 'On average' means typically, when you calculate a general figure.

8. ____ present, we're still confirming the final speaker list.

a) On b) In c) At

Answer: c) At — 'At present' means now, currently.

9. The certificates will be issued ____ due course, once results are verified.

a) in b) on c) at

Answer: a) in — 'In due course' means at the appropriate future time, without rushing.

10. The system works well, although ____ occasion the wifi is unreliable.

a) in b) at c) on

Answer: c) on — 'On occasion' means sometimes, but not often.

3. Matching

Match the sentence halves. Choose the correct ending (a–h) for each beginning (1–8).

Beginning	Ending
1. The results won't be ready today, but we'll email them ...	_____ a) in the long run. —
2. The report isn't finished yet, but ...	_____ b) on occasion. —
3. The flight departed exactly ...	_____ c) in advance, as spaces are limited. —
4. We ran through the gates and got there ...	_____ d) at the last minute. —
5. Nobody expected the announcement; it came ...	_____ e) in time to board. —
6. You should confirm your place well ...	_____ f) on time, at 14:20. —
7. The printer is usually reliable, but breaks down ...	_____ g) at present we're close to a final draft. —
8. Prices are higher this year, but they should fall ...	_____ h) in due course. —

Answers: 1-h, 2-g, 3-f, 4-e, 5-d, 6-c, 7-b, 8-a

4. Gap Fill

Complete each sentence with *in*, *at*, or *on*.

1. The organisers rearranged the whole event _____ short notice.

Answer: at

2. Everything is running _____ schedule so far.

Answer: on

3. Please submit your abstract _____ advance of the deadline.

Answer: in

4. The keynote speaker cancelled _____ the last minute.

Answer: at

5. We'll confirm the final headcount _____ due course.

Answer: in

6. _____ average, each session lasts about forty-five minutes.

Answer: on

7. The badges aren't ready yet — _____ the meantime, please use a name tag.

Answer: in

8. The system is stable, though _____ occasion it needs restarting.

Answer: on

5. Error Identification

Read each sentence. Is there an error with *in* / *at* / *on*? If so, correct it. If not, write "Correct".

1. The venue was changed at short notice due to flooding.

Answer: Correct — no error.

2. The project finished in schedule, which pleased everyone.

Answer: "in" should be "on".

3. Please confirm your attendance at advance if possible.

Answer: "at" should be "in".

4. The results will be published on due course.

Answer: "on" should be "in".

5. On average, each delegate attends three sessions a day.

Answer: Correct — no error.

6. The wifi usually works, but in occasion it fails.

Answer: "in" should be "on".

6. Sentence Transformation

Rewrite each sentence using the target time expression given, keeping the same meaning.

1. Rewrite using 'at short notice': The meeting was moved with very little warning.

Suggested answer: The meeting was moved at short notice.

2. Rewrite using 'on schedule': The building work finished exactly when planned.

Suggested answer: The building work finished on schedule.

3. Rewrite using 'in the meantime': I'm waiting for approval; during that time I'll prepare the slides.

Suggested answer: I'm waiting for approval; in the meantime, I'll prepare the slides.

4. Rewrite using 'at present': Right now, we don't have a confirmed date.

Suggested answer: At present, we don't have a confirmed date.

5. Rewrite using 'on occasion': Sometimes, but not often, the system needs restarting.

Suggested answer: On occasion, the system needs restarting.

7. Complete the Conversation

Complete the event-planning conversation with the correct time expressions.

A: Is the new schedule confirmed yet?

B: Almost — we had to rearrange the whole day _____ after the caterer cancelled.

Answer: at short notice

A: That's a shame. Are we still _____ for the afternoon sessions?

Answer: on schedule

B: Yes, we booked the backup room _____, so that part's fine.

Answer: in advance

A: Good. Let me know the final numbers _____.

Answer: in due course

B: Will do. _____, could you print the new badges?

Answer: in the meantime

A: Sure. This kind of thing happens _____, but we always manage.

Answer: on occasion