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# Life Admin Collocations: Money, Shopping, Tech & Daily Errands

Easy | Medium | B1 | Intermediate | B2 | Upper Intermediate | Adjective | Phrasal verb | Preposition | Verb | Collocations

**1.** Choose the correct word to complete the sentence about shopping habits.

Sarah always _____ around for the best deals before making any major purchase.

*Select one.*

**A)** looks
**B)** shops
**C)** searches
**D)** hunts

**2.** Help Maria describe her morning tech troubles.

My laptop decided to _____ right in the middle of my presentation! I had to quickly _____ my backup computer. Thankfully, I always _____ my important files to the cloud, so nothing was lost.

*Choose the correct option for each gap.*

**Blank 1**

**A)** crash
**B)** work
**C)** improve

**Blank 2**

**A)** boot up
**B)** shut down
**C)** break

**Blank 3**

**A)** back up
**B)** delete
**C)** lose

**3.** Join Mike as he organizes his busy day by completing these everyday tasks.

I have to _____ an appointment with my dentist.
Don't forget to _____ up your prescription from the pharmacy.
I need to _____ off these documents at the office.

*Choose the correct option for each gap.*

**Blank 1**

**A)** make
**B)** do
**C)** take

**Blank 2**

**A)** pick
**B)** get
**C)** collect

**Blank 3**

**A)** drop
**B)** take
**C)** bring

**4.** Choose the correct word to complete the sentence about technology troubleshooting.

My laptop has been acting strange lately, so I decided to _____ a system scan to check for viruses.

*Select one.*

- **A)** make
- **B)** do
- **C)** run
- **D)** perform

**5.** Help Tom navigate online shopping by choosing the most natural collocations for each situation.

I love to _____ through different websites before buying anything.
Make sure to _____ the customer reviews before ordering.
I need to _____ my package to see when it will arrive.

*Choose the correct option for each gap.*

**Blank 1**

- **A)** browse
- **B)** scan

**Blank 2**

- **A)** read
- **B)** study

**Blank 3**

- **A)** track
- **B)** monitor

**6.** Choose the correct word to complete the sentence about household responsibilities.

My mother asked me to _____ the dishes after dinner while she puts the baby to bed.

*Select one.*

- **A)** do
- **B)** make
- **C)** run
- **D)** take

**7.** Help Emma solve her technology problems by selecting the correct words.

My laptop won't _____ to the Wi-Fi network.
I need to _____ my phone battery before it dies.
Can you help me _____ this new software on my computer?

*Choose the correct option for each gap.*

**Blank 1**

- **A)** connect
- **B)** link
- **C)** join

**Blank 2**

- **A)** charge
- **B)** power
- **C)** fill

**Blank 3**

- **A)** install
- **B)** put
- **C)** place

**8.** Choose the correct word to complete the sentence about banking activities.

Before buying the house, they needed to _____ for a mortgage at several different banks.

*Select one.*

- **A)** ask
- **B)** request
- **C)** apply
- **D)** inquire

**9.** Complete Lisa's money management sentences with the most natural word choices.

I'm trying to _____ money for my summer vacation.
This month I need to _____ to my budget more carefully.
I always _____ cash from the ATM on Fridays.

*Choose the correct option for each gap.*

**Blank 1**

- **A)** save
- **B)** keep
- **C)** store

**Blank 2**

- **A)** stick
- **B)** follow
- **C)** stay

**Blank 3**

- **A)** withdraw
- **B)** borrow
- **C)** lend

**10.** Tom is describing his shopping trip to a friend. Select ALL the natural collocations he might use about his purchases.

*Select all that apply.*

- **A)** I got a good deal on those shoes
- **B)** The groceries were on sale
- **C)** I paid by credit card
- **D)** I paid with credit card
- **E)** The shoes were in sale

**11.** Choose the correct word to complete the sentence about household finances.

Don't forget to _____ the electricity bill before the due date, or they'll charge us a late fee.

*Select one.*

- **A)** give
- **B)** pay
- **C)** send
- **D)** submit

**12.** Help Sarah complete her thoughts about managing her monthly finances.

I need to _____ my budget this month because I overspent last week. I'm trying to _____ unnecessary expenses like takeout coffee. My goal is to _____ my emergency fund before the holidays.

*Choose the correct option for each gap.*

**Blank 1**

- **A)** make
- **B)** stick to
- **C)** break

**Blank 2**

- **A)** save
- **B)** cut back on
- **C)** increase

**Blank 3**

- **A)** build up
- **B)** spend
- **C)** reduce

**13.** Lisa is planning her busy day. Select ALL the standard collocations that are most commonly used in everyday English.

*Select all that apply.*

- **A)** make an appointment
- **B)** create an appointment
- **C)** run errands
- **D)** walk errands
- **E)** do the shopping
- **F)** make the shopping

**14.** Complete Jake's conversation about his weekend shopping adventure.

I managed to _____ some amazing bargains at the mall yesterday! There was a huge sale, so I decided to _____ winter clothes. The best part was when I _____ a designer jacket at 70% off - I couldn't believe my luck!

*Choose the correct option for each gap.*

**Blank 1**

- **A)** find
- **B)** grab
- **C)** miss

**Blank 2**

- **A)** stock up on
- **B)** run out of
- **C)** avoid

**Blank 3**

- **A)** lost
- **B)** spotted
- **C)** ignored

**15.** Maya is having tech troubles at work. Select ALL the correct collocations she might use to describe her problems.

*Select all that apply.*

- **A)** My laptop crashed
- **B)** My laptop broke down
- **C)** The Wi-Fi is down
- **D)** The Wi-Fi is broken
- **E)** I need to charge my phone
- **F)** I need to load my phone

**16.** Complete Emma's thoughts about her monthly financial responsibilities.

I always _____ my bills on time to maintain a good credit score. This month I need to _____ my credit card debt before the interest kicks in. I'm also planning to _____ some money for my summer vacation fund.

*Choose the correct option for each gap.*

**Blank 1**

- **A)** pay
- **B)** avoid
- **C)** forget

**Blank 2**

- **A)** settle
- **B)** create
- **C)** ignore

**Blank 3**

- **A)** put aside
- **B)** spend
- **C)** waste

**17.** Complete Jake's shopping adventure by choosing the right words for his grocery trip.

I need to _____ a shopping list before I go to the store.
Don't forget to _____ up some milk from the dairy section.
I always _____ prices before buying anything expensive.

*Choose the correct option for each gap.*

**Blank 1**

- **A)** make
- **B)** do
- **C)** write

**Blank 2**

- **A)** pick
- **B)** take
- **C)** get

**Blank 3**

- **A)** compare
- **B)** check
- **C)** look

**18.** Alex is troubleshooting his internet connection at home. Select ALL the natural collocations he might use to describe his tech issues.

*Select all that apply.*

- **A)** The internet is slow
- **B)** The internet is lazy
- **C)** I need to restart the router
- **D)** I need to start again the router
- **E)** The connection keeps dropping
- **F)** The connection keeps falling

**19.** Choose the correct word to complete the sentence about online account management.

After moving to a new address, remember to _____ your profile information on the digital platform to reflect your current location.

*Select one.*

- **A)** refresh
- **B)** revise
- **C)** update
- **D)** upgrade

**20.** Help David explain his experience returning an online purchase.

The shoes I ordered online didn't fit properly, so I had to _____ the package. Luckily, the company has a generous _____ policy that covers shipping costs. I should _____ my refund within 5-7 business days according to their website.

*Choose the correct option for each gap.*

**Blank 1**

- **A)** send back
- **B)** keep
- **C)** throw away

**Blank 2**

- **A)** return
- **B)** buying
- **C)** selling

**Blank 3**

- **A)** get
- **B)** lose
- **C)** spend