

Key Expressions

Read the following to familiarize yourself with typical expressions indicating departments or positions.

- ① The board of directors will make the final decision.
- ② The marketing division is over there.
- ③ Mr. Johnson is my supervisor.
- ④ Sales representatives are going to attend it.
- ⑤ The vice president will give a speech.
- ⑥ There are three candidates for this position.
- ⑦ Where is the Personnel Department?
- ⑧ He will join the Purchasing Department next month.
- ⑨ The new editor wanted us to have a meeting.
- ⑩ Mr. Tilman, the Marketing director, is going to leave the company.

Practice
with Actual
Questions

Listen and choose the best response to each of the questions. 03-10

1. Mark your answer on your answer sheet. (A) (B) (C)
2. Mark your answer on your answer sheet. (A) (B) (C)
3. Mark your answer on your answer sheet. (A) (B) (C)
4. Mark your answer on your answer sheet. (A) (B) (C)
5. Mark your answer on your answer sheet. (A) (B) (C)
6. Mark your answer on your answer sheet. (A) (B) (C)
7. Mark your answer on your answer sheet. (A) (B) (C)
8. Mark your answer on your answer sheet. (A) (B) (C)
9. Mark your answer on your answer sheet. (A) (B) (C)
10. Mark your answer on your answer sheet. (A) (B) (C)