

Business Skills

esflow.com

Match the vocabulary to the pictures.



13 _____



12 _____



11 _____



10 _____



9 _____



8 _____



7 _____



1 _____



2 _____



3 _____



4 _____



5 _____

organizing and planning
negotiating
problem solving
being patient
networking
prioritizing
focusing
giving presentations
innovating
leading a team
communicating
team players

	NOT IMPORTANT	IMPORTANT
URGENT		
NOT URGENT		



Answer the following questions.

1 Are good at giving presentations? Give example/explain.

.....

2 Are you good at communicating? Give example/explain.

.....

3 Can you lead a team or are you a team player? Give example/explain.

.....

4 Are you good at negotiation? Give example/explain.

.....

5 Are you innovative? Give example/explain.

.....