Choose the correct verb to complete the following conversation with a sales manager from a large company. 1

A: So, Rashid, what are you working on / organising at the moment?

R: Well, a lot's happening at work at the moment, actually! I'm teaching / learning the sales team all about the company's new product.

A: Oh! Is that on the market already?

R: No, the company's going to launch it next month, but we want to be ready to sell it. I'm negotiating / advising them on how to approach their clients. Fortunately, they're a good group, and are learning / teaching fast.

A: Right! So, why are you so excited about it, then?

R: I've just made contact with a really big company, and am trying to organise / advise a meeting with them. They're interested in the new product, and I'm hoping to work on / negotiate a deal.

Complete the dialogues below with the present continuous form of the verbs in the box. 2

do	attend	advertise	gain	study	cause	install

A: So, Meena, how's work?

M: Oh, don't ask! We _____ some new software in the office at the moment, and it _____ all sorts of problems. So my boss is not a happy man!

B: So, are you doing anything interesting at the moment, Pavlo?

P: Yes, I am, actually! As part of my nurse's training, I _____ some voluntary work in an old people's home. I've met some wonderful people, and I _____ some valuable work experience! I've discovered I really enjoy working with the elderly!

S: Fiona, how are you getting on with your research?

F: Fine. I _____ ways to deal with stress in the office, and it's very interesting.

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E: So, how are things at work, Malik?

M: OK. I _____ an exhibition this week. We _____ our new photocopying equipment.

WELL DONE!

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