

BUSINESS PHRASAL VERBS II**I Choose the correct preposition from the drop-down menu**

- 1) write on paper = jot
- 2) stop working hard = slack
- 3) contact = reach ___ to
- 4) stay longer = stay
- 5) fire = lay
- 6) postpone = put
- 7) continue for too long = drag
- 8) Finally do sth = catch ___ on
- 9) do sb's job = cover
- 10) inform sb = fill sb
- 11) calculate = work

II Drag and drop the correct phrasal verb in the right place.

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|-------------------|---------------------|--------------------|-----------------|-----------------|
| fill me in | reach out to | cover for | jot down | |
| slack off | put off | stay behind | laid off | work out |

1. Who's going to _____ you while you're on vacation?
2. Let me _____ your number and I'll call you tomorrow.
3. I think you'd better _____ on what's been happening.
4. The seminar has been _____ until tomorrow because of power cut.
5. Workers usually _____ on Fridays. Perhaps because they feel tired.
6. We need to _____ how much they owe us.
7. If you would like to request a refund, please _____ customer service.
8. I have to _____ because I have too much work to do.
9. The company _____ 250 workers in December.