Listen to the track

Circle the best option to complete the sentence.

1. The objective of the meeting is to ...
    a. decide on the role of each team member.
    b. agree when each phase of the project will happen.
    c. improve team communication.

2. Emiko wants ...
    a. to be told what to do.
    b. everyone to make a decision together.
    c. to check the decision with the head office.

3. David ...
    a. prefers a structured approach.
    b. is happy to take a flexible and agile approach.
    c. agrees with the decision they make in the end.

4. Carolina doesn't say much at first because ...
    a. she doesn't have a specific opinion on the topic.
    b. she is worrying about something else.
    c. she is considering people's suggestions.

5. The decision they take is based on ...
    a. a vote.
    b. a recommendation from Jani's boss.
    c. a majority decision to follow the team leader.

6. David suggests they should ...
    a. allow some extra time later in the project.
    b. get help from another team.
    c. use an online project management tool.

LIVEWORKSHEETS