Listen to the three presentations and fill in the missing numbers below.

1

Car sales in 2004, 1st & 2nd quarter

	1st quarter	2nd quarter
Germany	_____ 1	19,600
EU	32,000	_____ 2
Non-EU	_____ 3	17,300

2

New open-plan office

- dimensions: _____ 4 x 16 m
- area: _____ 5
- 12th floor
- move on 15 February

3

Hotel rooms – international quality

October 2004:

- Venice €387
- Rome _____ 6
- Paris €226
- New York €225
- Milan _____ 7

8 **Listen to the two short excerpts from presentations. Complete the slides and find headlines.**

1

_____

- more _____
  - customers can change colours
  - _____ colours to choose from
- circular shelving _____
- _____ design

2

_____

- _____% 'wait and see'
- _____% never
- _____% yes, immediately

LIVEWORKSHEETS

Now listen again and complete the sentences below.

1 Let's now _____, which is ...

2 _____ to three new design features.

3 _____ is that customers can change the colour panels ...

4 What _____? Well, I think you'll agree that the results are _____.

5 _____ nearly 35 per cent said ...

6 So, _____?

9 Match the two parts to make sentences.

1 What I'd like to do	a important advertising is for us.
2 I'd like to highlight the	b for our success?
3 So, what are the reasons	c this model is selling quite well in the US.
4 I'd like to point out how	d turnover last year was excellent.
5 It's interesting to note that	e is discuss the latest sales figures.
6 I should repeat that our	f is the quality of these programs?
7 What we can't do is	g main problem areas.
8 So, just how good	h increase our budget.

10 Complete the sentences with the correct adverb-adjective construction from the box.

extremely dangerous • absolutely safe • incredibly cheap • highly interesting • absolutely necessary • surprisingly good • completely useless

1 What we should remember is that this chemical process is _____.

2 It's _____ to improve the quality of our products if we want to win new customers.

3 This is a _____ point.

4 You will be pleased to hear that our turnover last month was _____ _____.

5 Unfortunately, we found that some of the test results are _____ _____.

6 I'm pleased to say that the crash test shows that this system is _____ _____.

7 Right now this item only costs $1.50 – I think that's _____

LIVEWORKSHEETS