

- 1 Listen to four excerpts from the question phase of a presentation.**
How does the presenter deal with the questions? Tick (✓) the correct box.

	1	2	3	4
She answers the question.				
She doesn't answer.				
She doesn't know the answer.				
She doesn't understand the question.				

2

AUDIO 38 Listen again and complete the sentences from the presentation.



38

- 1 And now I'll be _____ any questions you may have. Yes?
 You were talking about software problems. What exactly _____ by that?
 Well, I _____ that the new software is being tested at the moment. (...)
 Does that answer your question?

AUDIO 39



39

- 2 _____ telling us whether the new software will help to improve our
 company's image?
 I'm afraid I don't _____ your question. Could you be a bit more specific?

AUDIO 40



40

- 3 I have _____. It's about the piloting stage. Which division will start piloting
 the software first?
 If you _____, I'd prefer not to discuss that today.
 _____, there will be a meeting next week where that will be decided.

AUDIO 41



41

- 4 You spoke about special training courses earlier. _____ how they will be
 organized?
 Sorry, _____ that's not my field. But I'm sure Linda Cole from the training
 department _____ that question.