1 Being international

Complete these sentences using a suitable idiom from the box in the correct form.

get back on track get someone's input on something go over keep track of kick around kick off run out of stick to the point

1 I'm afraid I ..... handouts. If you give me your e-mail, I'll send you a copy.
2 The round-table discussion at the conference went off topic for a while, but then everyone ..... .
3 I'm sorry, I wasn't listening. Do you mind ..... the main points again?
4 Our boss never ..... in meetings. She's always going off on a tangent and telling us her views on the world.
5 I know *we* like it, but could we ..... our customers' ..... on the new slogan?
6 As you can see from the agenda, we've got a lot to get through today. I suggest Rachel ..... with the first item.
7 First of all, I'd like you to brainstorm and ..... some ideas on intercultural communication, and then we'll look at what the experts say.
8 When our British and American colleagues attend meetings, it's hard to ..... what they're saying. They use so many colloquial expressions.

Match the expressions (a–h) to the functions (1–8).

1 Introducing yourself
2 Introducing others
3 Expressing an opinion
4 Asking for an opinion
5 Finding things in common
6 Inviting someone
7 Accepting an invitation
8 Finishing a conversation

a) So, what did you think about the speaker's views?
b) Would you be interested in a further meeting?
c) That'll be great! When did you have in mind?
d) I'd like you to meet my manager, Alex Prades.
e) I'm not sure if I completely agreed with her.
f) Well, it's been great talking to you.
g) That's amazing! We were both born in Rome!
h) Please call me Leszek. Here, take one of my cards.

LIVEWORKSHEETS