Name _____ Date _____

Class _____ Mark _____

Task 1 Match the words/phrases to their definitions:

1 basics		a) move quickly
2 put the guard up		b) a disadvantage
3 downside		c) suppose
4 concentrate on		d) protective
5 assume		e) simplest ideas
6 convince		f) a particular position in which sb stands or sits
7 attempt		g) focus on
8 rush		h) become reserved
9 defensive		i) an effort
10 claim		j) make someone believe sth is true

Task 2 Fill in: · **expressions** · **language** · **matters** · **sign** · **confidence** · **space** · **persuasion** · **reputation** · **business** · **communication**

1. If someone comes too close to me I feel it's an invasion of my personal _____
2. Learning about posture and body language really helped me to improve my _____
3. Certain facial _____ reveal that you aren't listening to what I'm saying
4. Non-verbal _____ helps you decide if somebody is lying
5. We all possess powers of _____
6. Body _____ experts understand all the signs somebody uses while talking
7. I'm sure he won't break his _____ deal
8. You shouldn't worry about minor _____
9. We all possess powers of _____
10. It is an involuntary _____ deceit

LIVEWORKSHEETS