

a- Complete the second sentence so that it means the same as the first one, using inversion and cleft sentences.

- 1- The other party will not be permitted to return to the negotiating table under any circumstances.
On no account _____ permitted to return to the negotiating table.
- 2- We have rarely heard of such ridiculous proposals in a negotiation.
Seldom _____ ridiculous proposals in a negotiation.
- 3- The manager in charge didn't want to make any other concessions.
Under no circumstances _____ want to make any other concessions.
- 4- Many people nowadays consider package negotiation as a suitable alternative.
It _____ many people consider a suitable alternative.
- 5- The only thing that will help us if our negotiation doesn't go as expected is a fallback option.
It _____ will help us if our negotiation doesn't go as expected.
- 6- We knew so little about the other part that it was impossible to win the negotiation.
Little _____ other part, so it was impossible to win the negotiation.

b- Choose the correct option for the following conditionals sentences in order to express the same as the first one.

- 1) The problem is that most people don't know about the skills they need to hook their audience.

If people **knew about the skills they need/ would know about the skills they need** they would hook their audience.

- 2) One of the biggest mistakes people make when they start their presentation is showing nervousness.

If people **didn't show their nervousness/hadn't shown their nervousness** they would have a better start.

- 3) In order to have a good hook, you should have made your audience feel something.

If you **would have made your audience /had made your audience** feel something, you would have had a good hook.

- 4) I didn't engage my audience and now the reviews of my presentation are terrible.

If I had hooked my audience, the reviews of my presentation **wouldn't have been so terrible/ hadn't been so terrible**.

- 5) All my colleges did courses about presentations and now they are getting better possibilities.

If my colleges **wouldn't be doing courses /hadn't done courses** about presentation they wouldn't be getting better possibilities.

- 6) I didn't practice my presentation enough and now I am terrified. If I had practiced my presentation enough I **wouldn't be feeling so terrified/ hadn't been feeling so terrified**.