

## 12.

**1. How does the first speaker describe multitasking? Choose *ONE* answer.**

- A) it is a myth
- B) it is efficient but distracting
- C) it reduces the time that tasks take

**2. Which *TWO* statements are true according to the second speaker?**

- A) people who can multitask are more effective
- B) people should always focus on one thing only
- C) we need permission to get things done
- D) the brain is less productive when we are distracted
- E) organisations are unproductive if they are constantly on-line