

VOCAB AND GRAMMAR REVIEW



Planning

1. Complete the sentences with the best words.

reschedule/meeting	estimate/value	do/research
stick/budget	finished/report	

1. Experts _____ the _____ of the deal at 20 million euros.
2. We have to _____ the _____ for Friday because the CEO is busy all day Thursday.
3. My boss is angry because I haven't quite _____ my sales _____ yet, and she expected it last week.
4. We always _____ on our products, so we can prove that they are the safest on the market.
5. Our team managed to meet all the deadlines and to _____ the _____ that was allocated to the project.

2. Rewrite the sentences using the verbs in brackets.

1. We are going to visit the Trade Fair. (plan)

2. We are sure we will make a profit within three years. (expect)

3. We are going to launch a new range next summer. (intend)

4. We will beat our competitors before long. (hope)

5. We are sure we will open three new subsidiaries before long. (expect)

6. We are going to open a new sales office in Bratislava. (intend)