

Complete the text with the correct option (a, b or c).

This is my department. We ¹ ___ customer orders.

Ahmed ² ___ the team and he ³ ___ our work. Our

department helps to ⁴ ___ our products. We tell

customers about new products when we receive

orders. I ⁵ ___ the financial side: invoices and payment.

I ⁶ ___ the invoices are correct and ⁷ ___ customers

about problems with payment. The Logistics

Department ⁸ ___ our work. They deliver the orders to

the customers.