

## Meeting Business Contacts

### 1.1 Listen to the man introducing himself. Decide whether these statements are TRUE (T) or FALSE (F)

- a. He lives in London.
- b. He has three very young children.
- c. He runs his own business.
- d. His business works for organizations across the USA and Asia.
- e. He helps leaders become better leaders.
- f. He always shakes hands when he meets people.

### 1.2 Listen to the second part of the interview. Complete the blanks with what Jeremy says about meeting new business contacts and exchanging business cards.

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I usually say, "Hello, \_\_\_\_\_ are you?", "\_\_\_\_\_ do you come from?", "\_\_\_\_\_ do you do?". I usually find out what is important to them, \_\_\_\_\_ they are here. I usually wait until they ask me a question before I talk too much about myself. I usually \_\_\_\_\_ until the person I'm meeting \_\_\_\_\_ me a business card before I offer them mine, so we \_\_\_\_\_ at that point.