



5.5 LISTEN TO THE AUDIO AND ANSWER THE QUESTIONS



A manager is delegating tasks to an employee at a firm.

The conference takes place once a year.

True ☐ False ☐ Not given ☒

1 The conference will take place in August.

True ☐ False ☐ Not given ☐

2 The conference will take place at the office.

True ☐ False ☐ Not given ☐

3 The manager wants Shona to ask about prices.

True ☐ False ☐ Not given ☐

4 Shona must complete the task by tomorrow.

True ☐ False ☐ Not given ☐

5 Shona's boss often delegates work to her.

True ☐ False ☐ Not given ☐