

Unit 4 – Functional Language

Changing the subject and staying on track

1 Choose the correct option in *italics* to complete the extract from a meeting.

A: OK. Can we ¹*come / move* to item two on the agenda, updating our website?

B: Is this a ²*well / good* moment to start talking about the prices for next year?

A: We'll get to the prices in a ³*moment / time*. Can we first discuss the website and how we need to change it to get more international business? Sally? Can you give us your initial ideas?

C: OK. Well the main reason for the new look is to make it a more interactive website.

B: That ⁴*reminds / remembers* me. I spent a couple of hours on some of our competitors' websites yesterday. They are very good.

C: I know. It's good to look at the competition. There will be ⁵*much / plenty* of time for that later. However, first we need to look at ours. I think we need to make serious changes to it. It's slow, has very little video and is in only one language.

A: What languages do you think we need, Sally?

C: I'll ⁶*go / come* to that later. Let's look at what we want from our website.

A: Before I ⁷*forget / move*, marketing are joining us at 12.30 so we've got thirty minutes to finalise our ideas.

B: By the way ... is there a chance to discuss functionality at some stage?

C: There is, but I really think we ⁸*should / might* get to that when we know what we want from the site.

B: OK, no problem. But we need to discuss it at some point.

C: We will and I'm aware that it's a problem. OK ... where was I?