

Business Listening
Unit 19: MEETING AND GREETING
HOMEWORK

Task 1 - Track 52. Listen and decide whether the following statements are TRUE or FALSE.

1. The majority of people working in Catrina's office are men.
2. Catrina says it is not considered appropriate for women to shake hands with men when they are in the Middle East.
3. Most of their clients in the Middle East are men.
4. It is considered rude to hand over a business card with two hands in Asia.

TRUE	FALSE

Task 2 - Track 52. Listen again and fill in the blanks. Write NO MORE THAN 3 WORDS.

1. When my have to go to the Middle East.
2. When they go to the Middle East, for example, they're shake hands with the men.
3. in the Middle East most of the working world is by men.
4. All of their clients (typically) male.
5. There are little. just the little of business culture inAsia ...
6. It's quite rude to a businesscard with one hand.