1 Listen to excerpts from three presentations and say what visuals are used.

Presentation 1: _____ **Presentation 2:** _____ **Presentation 3:** _____

Now listen again and complete the sentences.

Presentation 1

1 The next _____ shows the _____ by age in our company.

2 You can see that the biggest _____ (...) indicates the _____ of employees in the age group 30 to 50.

Presentation 2

3 Let's now _____ at the sales figures over the past five years.

4 The key in the bottom _____ corner shows you which colour _____ which area.

5 OK, so I'd like to first _____ your attention to the sales figures for France – that's the blue line here.

Presentation 3

6 Now I'd like you to _____ at this next _____ which shows how the cost of living developed in Europe between 2003 and 2007.

7 If you look at the _____ on the _____, you will see that the highest increase was in 2001 with a rise of 2 _____.

LIVEWORKSHEETS