

Fill in the gaps with the correct form of the verbs given (simple past or present perfect simple) and the following words: requirements, members, success, feedback, deadline, client, project, tasks.

1. Yesterday, our team _____ (schedule) a meeting to discuss the _____ progress.
2. Sarah _____ (give) us some helpful _____ on our presentation last week.
3. She _____ (delegate) several _____ to her assistant since she started her new role.
4. The manager _____ (allocate) resources for the new project earlier this month.
5. Last month, I _____ (delegate) tasks to different team _____ for the upcoming event.
6. _____ you _____ (finish) the report yet?
7. The team _____ (meet) the _____ for the project submission yesterday.
8. _____ you _____ (get) updates from the client about their _____?
9. Teamwork _____ (play) a crucial role in the _____ of our projects up to now.
10. Today, I _____ (catch up) with my emails after being away on vacation
11. The team _____ (receive) positive feedback from the _____ on our last project.