

## **1. Match the words with their definitions:**

- A. Inventory
- B. Supply chain
- C. Warehouse
- D. Carrier
- E. Transportation
- F. Showrooms
- G. Middlemen
- H. Keep track
- I. Handmade
- J. Origin
- K. Stock up on
- L. Run low

1. \_\_\_ The process of moving goods from one place to another.
2. \_\_\_ A building where goods are stored before being distributed.
3. \_\_\_ A company that transports goods by road, rail, sea, or air.
4. \_\_\_ The system that manages the flow of products from the producer to the customer.
5. \_\_\_ Items in a business ready to be sold or used.
6. \_\_\_ A place where products are displayed for potential buyers.
7. \_\_\_ A person or company that helps connect manufacturers to retailers or customers.
8. \_\_\_ The process of keeping a record of where items are.
9. \_\_\_ Goods that are made by hand instead of machines.
10. \_\_\_ The country or place where a product was first made or grown.
11. \_\_\_ To buy more of something, especially before it runs out.
12. \_\_\_ To have a low amount of something.

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## **2. Complete the sentences using these words: *lead time, warehouse, carrier, delivery, shipment, transportation, showroom, inventory, middlemen, keep track, handmade, origin, stock up on, run low, out of.***

1. The \_\_\_\_\_ of this product is Italy, which is famous for its quality leather goods.
  2. Our \_\_\_\_\_ is almost empty, so we need to order more items before we run out.
  3. The company stores its products in a large \_\_\_\_\_ near the port.
  4. It's important to \_\_\_\_\_ our inventory so we know when to restock items.
  5. These chairs are \_\_\_\_\_ and take more time to produce than machine-made ones.
  6. We use \_\_\_\_\_ to connect our manufacturers with retailers.
  7. The \_\_\_\_\_ will deliver the goods to your home next week.
  8. We need to \_\_\_\_\_ some extra materials before the busy season starts.
  9. Our lead time is shorter because we reduced the distance in \_\_\_\_\_ between the supplier and us.
  10. The \_\_\_\_\_ was delayed due to bad weather at the shipping port.
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### **3. Choose the correct option:**

1. Which of the following is part of the logistics process?
    - a) Marketing campaigns
    - b) Showrooms
    - c) Transportation
    - d) Handmade production
  2. If a company runs low on stock, it means:
    - a) They have too many items.
    - b) They are running out of items and need to reorder soon.
    - c) They are out of items completely.
    - d) They have received more stock than expected.
  3. A middleman is:
    - a) A person who buys products directly from manufacturers and sells them to customers.
    - b) Someone who manufactures goods.
    - c) A company that stores products in a warehouse.
    - d) A person who ships goods from one country to another.
  4. What does it mean if a company needs to "stock up on" a product?
    - a) They need to stop selling that product.
    - b) They need to buy more of the product in advance.
    - c) They are out of that product and won't sell it anymore.
    - d) They have enough of the product and don't need more.
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### **4. Mark True (T) or False (F) for the following statements:**

1. \_\_\_ Lead time refers to the time it takes to deliver products from the warehouse to the customer.
  2. \_\_\_ Middlemen are companies that only store goods in warehouses.
  3. \_\_\_ Transportation is an essential part of logistics because it moves products from one location to another.
  4. \_\_\_ Stocking up on items means you are running low and need to buy more before running out.
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### **5. Complete the sentences with the correct form of say or tell:**

1. The manager \_\_\_\_\_ the team to prepare for the upcoming shipment.
2. Can you \_\_\_\_\_ me when the new stock arrives?
3. The customer \_\_\_\_\_ that they would like to see the product before purchasing.
4. I will \_\_\_\_\_ the delivery company to update the shipping information.
5. She \_\_\_\_\_ she was going to order more handmade items from the supplier.
6. Please \_\_\_\_\_ me how long the lead time is for this product.
7. The director \_\_\_\_\_ that the inventory levels are running low.

**6. Complete these sentences with the correct prepositions.**

- 1 Please charge it \_\_\_\_\_ my account.
- 2 Could you check it \_\_\_\_\_ for me?
- 3 It was dispatched \_\_\_\_\_ Monday.
- 4 I'm not happy \_\_\_\_\_ this.
- 5 I've had enough \_\_\_\_\_ this.
- 6 I'll get back \_\_\_\_\_ you.

**7. Complete these sentences with the missing words.**

- 1 You should give them a call and find out where our order is. We don't want to run \_\_\_\_\_ again like last time and be left with nothing.
- 2 How \_\_\_\_\_ are we running on replacement mother boards?
- 3 I've called three places now and they all say they are \_\_\_\_\_ of stock.
- 4 If you log on to the site, you type in this reference number and it'll keep track \_\_\_\_\_ your order.
- 5 For this party I think we'll need to stock up \_\_\_\_\_ more of that chocolate ice cream. It was really popular last time and went within five minutes!
- 6 You're in luck. We have one left \_\_\_\_\_ stock. How would you like it delivered?

**8. Choose the correct answer from the words in *italics*.**

- 1 We don't need to store any *components* / *warehouse* on site because they are delivered when we need them.
- 2 It's possible to keep a constant check on the *supply chain* / *inventory* using bar codes.
- 3 There's a *customer* / *supplier* on the phone complaining about a late payment again.
- 4 Everything is *streamlined* / *distributed* to our retailers using private logistics firms.
- 5 One way to ensure quality is to begin by checking the *rough* / *raw* materials that we buy in.