

# ACTIVITY 1:

Choose the correct form (to + verb or verb + -ing) to complete each business sentence

- 1) Our manager agreed \_\_\_\_\_ the new proposal.
- 2) I want \_\_\_\_\_ more about data analytics.
- 3) Would you mind \_\_\_\_\_ me the updated report?
- 4) They enjoy \_\_\_\_\_ with clients at industry events.
- 5) We need \_\_\_\_\_ the latest sales figures.
- 6) She doesn't mind \_\_\_\_\_ overtime when necessary.
- 7) The company decided \_\_\_\_\_ its operations overseas.
- 8) He suggested \_\_\_\_\_ the meeting until next week.
- 9) We hope \_\_\_\_\_ our sales targets this quarter.
- 10) They considered \_\_\_\_\_ a discount to early customers.



# ACTIVITY 2:

Complete the following sentences using the correct form (to + verb or verb + -ing) of the verbs provided in brackets.

- 1) They plan \_\_\_\_\_ (launch) a new marketing campaign next month.
- 2) She enjoys \_\_\_\_\_ (present) her ideas to the team.
- 3) We need \_\_\_\_\_ (discuss) the budget for the next quarter.
- 4) He considered \_\_\_\_\_ (apply) for the senior position.
- 5) I hope \_\_\_\_\_ (receive) positive feedback on my performance review.
- 6) Would you mind \_\_\_\_\_ (help) me with this presentation?
- 7) The company agreed \_\_\_\_\_ (invest) in new technologies.
- 8) They suggested \_\_\_\_\_ (conduct) a market research study.

