

# ACTIVITY 1:

Select the most suitable formal phrase based on the given business scenarios.

- 1) Scenario: During a business meeting, your colleague says, "I think we should proceed with the current strategy."  
What do you say?
- 2) Scenario: A coworker proposes an idea, and you completely agree.  
What do you say?
- 3) Scenario: In an email, you need to politely disagree with a suggestion made by a colleague.  
What do you say?
- 4) Scenario: Your manager suggests a new marketing strategy, and you have concerns.  
What do you say?



# ACTIVITY 2:

Students fill in the blanks with the correct formal phrase for agreeing or disagreeing in different business contexts.

**1)** Email example:

"Dear Mr. Smith,  
Thank you for your proposal. I \_\_\_\_\_ with your suggestion regarding the timeline, but I believe we should allocate more resources to the project.  
Best regards,  
Juan"

**2)** Meeting example:

"I \_\_\_\_\_ with your analysis, but I believe we should consider a different approach for the next phase of the project."

**3)** Email example:

"Thank you for your presentation. I \_\_\_\_\_ with most of your points, but I think we need to do more research on the target market before moving forward."

**4)** Meeting Example:

"I appreciate your feedback, but I \_\_\_\_\_ with the proposed solution. We may need to explore other options."

