

Quiz Unit 5

B1 Audi

Evaluation Activity: Business English – Word Formation & Future Forms

 **Instructions:** Complete the text using the **correct form of the word** in brackets (verb, noun, adjective) and use **Present Simple** or **Present Continuous** where necessary to talk about the future.

Next week, our company ¹⁾ _____ a training session for all new ²⁾ _____. The session ³⁾ _____ at 9 a.m. on Monday and ⁴⁾ _____ at 2 p.m. All participants will receive a welcome pack on arrival.

Our HR manager, Carla, ⁵⁾ _____ a presentation about company values and expectations. She will explain the importance of providing excellent ⁶⁾ _____ and keeping high levels of customer ⁷⁾ _____. We believe that offering fast and reliable ⁸⁾ _____ helps build customer ⁹⁾ _____.

The training also includes a session on quality control. Our trainer ¹⁰⁾ _____ about product ¹¹⁾ _____ and efficient ¹²⁾ _____. The company ¹³⁾ _____ on meeting a high standard.

The HR department is currently reviewing applications, and three people ¹⁵⁾ _____ the training as new employees. We're happy to say that they are all highly well-¹⁶⁾ _____.

The final session ¹⁷⁾ _____ on Tuesday, and the trainer ¹⁸⁾ _____ any remaining questions before the group leaves.

Thank you very much for answering this activity! 😊