

# ACTIVITY 1:

Replace the formal phrase underlined with the phrasal verb that sounds more natural.

plan ahead - lay out - work around  
map out - set up

- 1) We need to prepare in advance for possible delays.
- 2) Can you explain the proposal clearly at the meeting?
- 3) We'll have to find a solution despite these constraints.
- 4) Let's design the entire process step by step before launch.
- 5) I'll schedule a call with them for tomorrow.
- 6) It's smart to organise your strategy in detail before pitching to investors.
- 7) We should think about future risks in advance.



# ACTIVITY 2:

Fill in the blank with the best phrasal verb for planning from the box.

plan ahead - lay out - work around  
map out - set up

- 1) We need to \_\_\_\_\_ for the next quarter to avoid surprises.
- 2) She will \_\_\_\_\_ the new schedule in the meeting tomorrow.
- 3) Let's \_\_\_\_\_ these challenges by reallocating resources.
- 4) We should \_\_\_\_\_ the onboarding process so everyone is clear.
- 5) Can you \_\_\_\_\_ a meeting with the supplier?
- 6) It's important to \_\_\_\_\_ the full marketing strategy on paper.
- 7) Teams that \_\_\_\_\_ can reduce last-minute problems.

