Test Business English

Ex.1 Listen to the conversation and mark as TRUE or FALSE

1. The woman is a small business owner. True False
2. The man recommends setting deadlines close to one another. True False
3. The man suggests the woman complete the smallest jobs first. True False

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Ex2 Listen again and complete the dialogue

Speaker: I´m glad to hear it. Are you a 1 _____ _____ _____?

Woman: I am, and I have a lot of the problems you talked about: late deadlines, losing sales.

Speaker: Hopefully this will help you 2 _____ _____ _____ things.

Woman: I hope so. But I do have a question about setting priorities.

Speaker: Let´s hear it. Maybe it will improve my presentation.

Woman: Well, let´s say I have multiple deadlines set for the same time period. How do I 3 _____ them?

Speaker: That´s difficult. First, I´d say spread the 4 _____ out.

Woman: Oh, I definitely will from now on.

Speaker: Good, good. But as for the deadlines you already have, I´d prioritize them by their 5 _____ _____.

Ex . 3 Translate

губя печалби- l_____e p_____ts (_____)

да насроча краен срок s_____t d_____e (_____) (_____)

изоставам с графика – to be b_____d s_____e (_____) (_____)

прекъсване i_____n (_____)

управлявам бизнес r_____n a b_____s (_____) a (_____)

LIVEWORKSHEETS

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