

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



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- I _____ 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 (_____)

