

Module 3

1. Write the right word for each definition.

1. (adj.) extra, excess, more than is needed; wordy, repetitive; profuse, lush

2. the closing or the farewell of the letter

3. correct in all details; exact.

4. one to whom something is addressed

2. Match the definitions

1. ☐

concession

2. ☐

concise

3. ☐

ramble

4. ☐

cancel

- a) expressing much in few words
- b) a thing that is granted, especially in response to demands; a thing conceded.
- c) (v.) to call off or do away with; to cross out with lines or other marks to show that something cannot be used again
- d) to talk on and on pointlessly, without clear direction

3. Choose the right word. Write only a number of the word

1. A person who requests or seeks something, such as a job.

1. ☐ redundant

- 2. ☐ applicant
 - 3. ☐ addressee
 - 4. ☐ recipient
 - 2. polite and gracious; considerate toward others; well-mannered
 - 1. ☐ addressee
 - 2. ☐ accurate
 - 3. ☐ courteous
 - 4. ☐ concession
 - 3. clearness in thought or expression
 - 1. ☐ concise
 - 2. ☐ commodity
 - 3. ☐ accurate
 - 4. ☐ clarity
 - 4. a person who gets something
 - 1. ☐ accurate
 - 2. ☐ recipient
 - 3. ☐ addressee
 - 4. ☐ concise
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4. True or False(T – F)

- 1. to close in → concise
- 2. modern → up-to-date
- 3. valuable product → commodity