

Activity 5: Complete the sentences with the phrases from the text (No more than 3 words for each blank).

1. Currently, the whole order #123 has been fulfilled while the delivery time is next Monday. Therefore, we are _____.
2. About 75% of the products have been completed. Everything _____, so we will be able to deliver the whole order ontime.
3. If we do not push up the production, we may _____.
4. Check the quality of products carefully to make sure, no _____ can pass the QC procedure.
5. We overspent \$5,500.00 and our project was _____.
6. Work out a weekly budget and stick to it, so that we can stay _____.
7. Bank statements help you _____ where your money is going.