

## Part 2

1

The meeting LASTED 30 MINUTES LONGER THAN IT WAS SUPPOSED TO.  
The meeting \_\_\_\_\_ 30 minutes.

2

Make sure to DISCUSS IT WITH JAMES before you send it out.  
Make sure to \_\_\_\_\_ James before you send it out.

3

IF IT DOESN'T MAKE A DIFFERENCE TO YOU, I'd prefer to stay at a hotel instead of at your house.

\_\_\_\_\_, I'd prefer to stay at a hotel instead of at your house.

4

Well, OKEY DOKEY then. I guess we'll just have to agree to disagree.  
Well, \_\_\_\_\_ then. I guess we'll just have to agree to disagree.

5

My wife is an amazing tinkerer. She QUICKLY AND CARELESSLY MADE a working robot just out of spare parts she found lying around our garage!  
My wife is an amazing tinkerer. She \_\_\_\_\_ a working robot just out of spare parts she found lying around our garage!

6

Would Sue have been a good addition to our team? She declined our job offer, so that's IRRELEVANT.  
Would Sue have been a good addition to our team? She declined our job offer, so that's \_\_\_\_\_.

7

We need time to catch up with UNCOMPLETED orders.  
We need time to catch up with \_\_\_\_\_ orders.

8

The important thing about baking is not to try and DO SOMETHING ADVANCED RIGHT AWAY. Get the basics right and the rest will follow.  
The important thing about baking is not to try and \_\_\_\_\_ . Get the basics right and the rest will follow.

9

After you TRY TO OBSERVE AND UNDERSTAND the situation (WITHOUT ASKING ANY QUESTIONS), you can take appropriate action.  
After you \_\_\_\_\_ the situation, you can take appropriate action.

10

The accountant COUNTED his sums INCORRECTLY.  
The accountant \_\_\_\_\_ his sums \_\_\_\_\_.

11

Instead they pay corporation tax at 21 per cent up to 300,000 and ACCORDING TO A SYSTEM BASED ON SOME CONDITIONS after that.

Instead they pay corporation tax at 21 per cent up to 300,000 and \_\_\_\_\_ after that.

12

The market for paperback books has shrunk so much in recent years that our company has really just been STAGNATING (NOT PROGRESSING) recently.  
The market for paperback books has shrunk so much in recent years that our company has really just been \_\_\_\_\_ recently.

13

The team relies on you to deliver at THE MOMENT BEFORE THE DEADLINE.  
The team relies on you to deliver at \_\_\_\_\_.

14

I'm not really a big sports fan, so IT DOESN'T MATTER TO ME whether our team wins or loses.

I'm not really a big sports fan, so \_\_\_\_\_ whether our team wins or loses.

15

The risks can be so complex that banks hire mathematicians to FIGURE them OUT.  
The risks can be so complex that banks hire mathematicians to \_\_\_\_\_ them \_\_\_\_\_.

16

They won't get it figured out because they ARE DOING SOMETHING INCORRECTLY.

They won't get it figured out because they \_\_\_\_\_.

17

OVERALL, that information is accurate.

\_\_\_\_\_, that information is accurate.

18

You will work with the management team LED by Miles Broughton.

You will work with the management team \_\_\_\_\_ by Miles Broughton.

19

There is quite a bit that I disagree with in that OFFICIAL NOTE and specifically in that paragraph.

There is quite a bit that I disagree with in that \_\_\_\_\_ and specifically in that paragraph.

20

"Help! I can't finish this algebra equation!" "Calm down and keep thinking, son, you ARE DOING EVERYTHING CORRECTLY".

"Help! I can't finish this algebra equation!" "Calm down and keep thinking, son, you \_\_\_\_\_."

21

It was an honest, well-meaning proposal, but it was UNREALISTIC.

It was an honest, well-meaning proposal, but it was \_\_\_\_\_.