

**TEST ON THE TOPIC "PRESENTATIONS"****TASK 1. CHOOSE THE CORRECT WORD TO FILL IN THE GAPS.**

1. First of all, let me thank you all for \_\_\_\_\_ here today.
2. It's a \_\_\_\_\_ to welcome you today.
3. Let me just start by \_\_\_\_\_ yourself.
4. I am an engineer in \_\_\_\_\_ of
5. In my presentation I would like to \_\_\_\_\_ on
6. By the end of the presentation you will be \_\_\_\_\_ with
7. I would like to \_\_\_\_\_ you on
8. I have \_\_\_\_\_ my presentation into 3 main parts.
9. It will take about 40 minutes to \_\_\_\_\_ these issues.
10. If you have any questions, feel free to \_\_\_\_\_ me at any time.
11. I would like to \_\_\_\_\_ your attention to this point...

**TASK 2. FILL IN THE GAPS WITH THE CORRECT PREPOSITIONS.**

1. "I'd like to update you \_\_\_\_\_ the progress we've made since our last meeting."
2. "The recent drop in sales was caused \_\_\_\_\_ external market factors."
3. "For the purpose of this presentation, I'll focus \_\_\_\_\_ key findings."
4. "Apart \_\_\_\_\_ cost savings, our new approach has improved customer satisfaction."
5. "Let's go \_\_\_\_\_ the key points of our proposal step by step."
6. "Our recommendations are based \_\_\_\_\_ extensive market research."
7. "We need to deal \_\_\_\_\_ the challenges posed by the changing regulatory environment."
8. "To sum up, our project's success depends \_\_\_\_\_ efficient resource allocation."
9. "The implementation of these changes can lead \_\_\_\_\_ increased productivity."
10. "Let's begin \_\_\_\_\_ reviewing our achievements from the past quarter."
11. "In spite \_\_\_\_\_ the economic downturn, our company has remained profitable."
12. "Let's go back \_\_\_\_\_ the initial objectives of our project to see if we've met them."

### **TASK 3. SUBSTITUTE THE FOLLOWING PHRASES WITH THE MOST APPROPRIATE ONES.**

1. The purpose of my talk today is .....
2. This is now leads us to to my next point ...
3. "I'll provide a quick outline of..."
4. Let me now come back to what I said earlier
5. Let me just show you some
6. "As we examine the data, you'll notice that the cost savings are approximately \_\_\_\_\_ % higher than last year."
7. Before I stop, let me go over the key issues again.

### **Task 4. Choose the correct variant.**

- 1. What is the good beginning presentation phrase?**
  - a) Hi! everyone.
  - b) Before I start does anyone know .....
  - c) Does anyone have any questions?
  - d) Now I would like to look at ...
- 2. What's a suitable phrase to present the structure of the presentation?**
  - a) "The presentation is divided into three main sections, starting with..."
  - b) "I repeat all the content from earlier in the presentation."
  - c) "Let's start with the details."
  - d) My presentation will take about 20 minutes
- 3. What's a suitable phrase for introducing a new topic in your presentation?**
  - a) To wrap things up.
  - b) Now, let's talk about something else.
  - c) Let me briefly summarize the main issues
  - d) Moving on to our next point.
- 4. What is an English phrase that you could use during your presentation to help the audience stay focused and pay attention?**
  - a) Welcome to my presentation.
  - b) Thanks for coming.
  - c) Let's take a look at this chart.
  - d) Are there any questions?

5. When you want to emphasize a critical idea during your presentation, what phrase can you use to draw attention to it?
  - a) "This isn't important."
  - b) "Here's a minor detail."
  - c) "Skip to the next slide."
  - d) "Let me highlight this point."
  
6. What's an appropriate phrase to signal the conclusion of your presentation?
  - a) To be continued...
  - b) In summary, let's recap the main points.
  - c) That's all I have to say.
  - d) Well, that's the end.
  
7. What's an appropriate phrase for wrapping up your presentation and thanking your audience?
  - a) "Let me tell you what happened to m."
  - b) "I'm not sure how this went."
  - c) "In closing, thank you for your attention."
  - d) "Don't worry about taking notes."

Task 5. [https://elc.polyu.edu.hk/cill/presentations/ordering\\_question.aspx](https://elc.polyu.edu.hk/cill/presentations/ordering_question.aspx)