

**1 Listen to four excerpts from the question phase of a presentation. How does the presenter deal with the questions? Tick (✓) the correct box.**

	1	2	3	4
She answers the question.				
She doesn't answer.				
She doesn't know the answer.				
She doesn't understand the question.				

**2**

**AUDIO Listen again and complete the sentences from the presentation.**



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1 And now I'll be \_\_\_\_\_ any questions you may have. Yes?

You were talking about software problems. What exactly \_\_\_\_\_ by that?

Well, I \_\_\_\_\_ that the new software is being tested at the moment. (...)

Does that answer your question?

**AUDIO**



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2 \_\_\_\_\_ telling us whether the new software will help to improve our company's image?

I'm afraid I don't \_\_\_\_\_ your question. Could you be a bit more specific?

**AUDIO**



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3 I have \_\_\_\_\_. It's about the piloting stage. Which division will start piloting the software first?

If you \_\_\_\_\_, I'd prefer not to discuss that today.

\_\_\_\_\_, there will be a meeting next week where that will be decided.

**AUDIO**



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4 You spoke about special training courses earlier. \_\_\_\_\_ how they will be organized?

Sorry, \_\_\_\_\_ that's not my field. But I'm sure Linda Cole from the training department \_\_\_\_\_ that question.