Look at questions 1-10 from two presentations. Match the categories to the questions

1. buying time to think (1/2)
2. buying time to think (2/2)
3. challenging the presenter or checking facts (1/3)
4. challenging the presenter or checking facts (2/3)
5. challenging the presenter or checking facts (3/3)
6. prompting or leading the presenter (1/3)
7. prompting or leading the presenter (2/3)
8. prompting or leading the presenter (3/3)
9. previewing the topic (1/2)
10. previewing the topic (2/2)

FINE & FLOW
www.fineandflow.com
LIVEWORKSHEETS

Choose the most appropriate answer to continue these conversations/presentations

1. Is our employees' happiness important to us?
   a. *(same speaker)* Yes, it's of absolutely paramount importance.
   b. *(new speaker)* Yes, it's of absolutely paramount importance.

2. Can I check whether you feel valued at work?
   a. Yes, you can. I don't, really.
   b. In general, yes I do, mainly because I'm in a supportive team.

3. Why do you think the company has such high staff turnover?
   a. I'm not sure – that's something we're trying to address.
   b. Not a clue. What do you reckon?

4. Will the union be asking for a higher pay settlement this year?
   a. When have they ever not?
   b. Probably. And what will we do then?

5. And employees' productivity is the best it could be?
   a. Well, these things can always be improved, but it's not far off.
   b. No.

6. How can I put this?
   a. You're fired.
   b. Basically, as you know, we are having severe problems in terms of resources, and...

LIVEWORKSHEETS