

Teamwork: Practice

Instructions: Based on the conversation, complete the following exercises.

Exercise 1: Vocabulary & Verb Precision

Listen for the specific verbs the speakers use to describe completing tasks. Fill in the blanks.

1. Yuki says if they handle the chores now, they can _____ the final part of their research.
2. Tom asks Yuki to _____ the kitchen duties, specifically the dishes and recycling.
3. Tom mentions the need to _____ their study plan by 2:00 PM.

Exercise 2: Who is Responsible?

Match the person (**Tom**, **Yuki**, or **Elena**) to the specific task they will perform.

4. Vacuuming the open spaces in the common area: _____
5. Checking everyone's sources for APA citations: _____
6. Performing the final proofread and checking word counts:

Exercise 3: True or False?

Determine if the statements are True or False based on the conversation details.

7. **Statement:** Elena is required to move all the furniture to vacuum the entire floor. *Answer:* _____
8. **Statement:** The group plans to spend 45 minutes cleaning before starting their academic work. *Answer:* _____

Exercise 4: Short Answer

Provide a brief response based on the dialogue.

9. **Clarification:** Why does Yuki need to take a quick note before starting the kitchen duty? *Answer:*

10. **The Objective:** What specific style guide does the team need to follow for their bibliography? *Answer:*
