



## REVISION V (LESSONS 21-25)

Stiže nam i peto ponavljanje. Sretno! (Rješenja zadataka iz četvrtog ponavljanja Business English – Revision IV – Lessons 16-20 nalaze se ispod petog ponavljanja Business English – Revision V – Lessons 21-25.)

### LESSON 21 – SOCIAL ENGLISH

#### What would you say in the following situations?

- a) Your friend has just had a baby.
- b) You must go out during an important meeting.
- c) You want someone to open the window.
- d) Your guests have just arrived to your home.
- e) You want to pay for dinner.

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

Score \_\_\_ / 5

### LESSON 22 – NEGOTIATING

#### Correct the mistakes in the following sentences.

- a) What do you have on mind?
- b) We are willing to do a few concession.
- c) That's more then we usually offer.
- d) I think we make a deal.
- e) It was been a pleasure doing business with you.

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Score \_\_\_ / 5

### LESSON 23 – EATING OUT

#### Finish the following sentences.

- a) B\_\_\_\_\_ is a meal between breakfast and lunch.
- b) To b\_\_\_\_\_ a table means to make a reservation.
- c) B\_\_\_\_\_ is another word for check.
- d) You should always leave a t\_\_\_\_\_ to the waiter.
- e) In some countries lunch always starts with an a\_\_\_\_\_.

Score \_\_\_ / 5



## LESSON 24 – DESCRIBING TRENDS

**Provide verbs for the following nouns.**

- a) half \_\_\_\_\_
- b) improvement \_\_\_\_\_
- c) recovery \_\_\_\_\_
- d) increase \_\_\_\_\_
- e) fluctuation \_\_\_\_\_

Score \_\_\_ / 5

## LESSON 25 – PROJECTS

**Fill in the following phrases with: behind, up, allocate, tasks and within.**

- a) \_\_\_\_\_ resources
- b) catch \_\_\_\_\_
- c) fall \_\_\_\_\_ schedule
- d) stay \_\_\_\_\_ budget
- e) delegate \_\_\_\_\_

Score \_\_\_ / 5

**TOTAL: \_\_\_ / 25**

*Jeste li uspjeti? Rješenja pogledajte u idućem ponavljanju Business English – Revision 6 – Lessons 26-30.*

### **Rješenja zadataka iz četvrtog ponavljanja Business English – Revision IV – Lessons 16-20.**

#### Lesson 16

- a) dear                      b) enquiry                      c) attached                      d) hesitate                      e) hearing

#### Lesson 17

- a) speaking                      b) afraid                      c) through                      d) back                      e) message

#### Lesson 18

- a) How do you do.                      b) Good afternoon. My name is... / Nice to meet you.                      c) (I'm) fine, thanks.  
d) You must be... My name is...                      e) Nice to meet you too.

#### Lesson 19

- a) chairperson                      b) participant                      c) minute taker                      d) agenda                      e) item

#### Lesson 20

- a) 3                      b) 5                      c) 1                      d) 2                      e) 4