

Business English

DIRECTIONS: Choose the business situation in which it would be appropriate to use each phrase.

- _____ 1. Do you have any input?
A giving an opinion
B asking for an opinion
C disagreeing
- _____ 2. What are the requirements for this project?
A agreeing
B countering directly
C asking for information
- _____ 3. To get things back on course . . .
A interrupting
B redirecting
C asking for an opinion
- _____ 4. Let's go around the horn before we close.
A a one-on-one meeting
B a group meeting or call
C composing a business letter
- _____ 5. From my personal experience . . .
A interrupting
B giving an opinion
C countering directly
- _____ 6. There have been exceptions to that rule.
A redirecting
B disagreeing
C giving an opinion

