

BUSINESS ENGLISH

1. I don't think I can take on any more projects right now - I have too much _____ already.

- on my platter
- on my plate
- on my mind

2. The USA is one of the easiest places in the world to _____.

- make a business
- commence a business
- start a business

3. I'm swamped. = I'm _____.

- drowning
- really busy
- confused

4. What's on the _____ today? (= What's the plan for today?/ What do we have to do today?)

- agenda
- board
- notebook

5. I'm a little confused about the timeline. Could you _____ (= explain it to me) again?

- walk me through it
- walk me through
- converse with me

6. What's a "timeline"?

- A thin watch
- A deadline
- A schedule

7. I have a couple of things I'd like to talk about - I'm going to go through them _____ . (= one by one)

- in order
- by order
- orderly

8. Tony is always _____ the meeting up by being late.

- holding
- keeping
- bringing

9. I have a terrible boss! He never gives me any positive _____ on the work I do. (= he never compliments my work)

- feed
- feedback
- opinions

10. A business' "core competency" is something that it can do well - something that sets it apart from its competitors, and is difficult for these competitors to _____. (= copy)

- initiate
- inform
- imitate