

Review 4

Language check

Conditionals

Complete the dialogue with the correct form of the verbs in brackets.

- A You know, if you (¹use) _____ public transport instead of driving to work every day last year, I'm sure you (²save) _____ a lot of money!
- B You're right. And if petrol prices (³keep) _____ going up the way they have done recently, it (⁴start) _____ to cost me even more. But it's not just the money – it's so much more convenient by car. If I (⁵not/own) _____ a car, I (⁶have to) _____ take the bus to the station and then take the train, adding an extra hour a day onto my journey.
- A Well, if I (⁷be) _____ you, I (⁸make) _____ an arrangement with a colleague and take it in turns to drive. That way, you (⁹not/waste) _____ any time and you (¹⁰save) _____ money, too.
- B You're right. That's exactly what I should do.

Future forms

Choose the correct forms of the words in *italics*.

- 1 The company has confirmed that it *might go / will go* ahead with its IPO as long as the market remains stable.
- 2 Company spokesperson Gregory Hansett said that his firm *will intend / intends* to offer five million shares for sale.
- 3 The share price has yet to be fixed, but analysts say that it *will / might* probably be in the order of \$10–15 per share.
- 4 By the time its new flagship hotel *is opening / opens* in February, the group *will become / will have become* the market leader in Asia.
- 5 Some analysts say that the CEO *will be asking / will ask* for trouble if he takes the company public at such a difficult moment.
- 6 Economists are predicting that overcapacity *erodes / will erode* profit margins for the industry as a whole.

Time clauses

Complete the sentences with the following words.

as soon as whenever when until
after while

- 1 _____ we first introduced the product, it was the only one on the market.
- 2 _____ looking at all the facts, the management has decided to stop manufacturing in Europe.
- 3 The contract is coming by express delivery. _____ you get it, sign it and send it back. It's urgent!
- 4 _____ we run into design problems like this, it always seems to take so long to sort things out.
- 5 I can give you an answer, but not _____ I've had time to look at the latest sales figures.
- 6 At least we'll be able to do some work at home _____ the office is closed for renovation.

Consolidation

Choose the correct forms of the words in *italics*.

Chevron, the US oil company, announced that it has made a bid to acquire Unocal for \$18 billion. The planned acquisition comes at a time ¹*when/while* many industry analysts are warning that oil prices ²*rise / will rise* even higher than the recent peak of \$58 per barrel. If the specialists at Goldman Sachs ³*are / will be* right, the oil markets ⁴*continue / will continue* to become even more volatile as world reserves ⁵*are starting / start* to diminish. ⁶*Before/After* Chevron decided to make the deal, one thing was already clear: if it ⁷*hadn't bought / didn't buy* a competitor with access to reserves of natural gas, it ⁸*won't be able / wouldn't be able* to supply its clients' growing appetite for this type of fuel. However, there is no doubt that even if petroleum prices eventually ⁹*fall / had fallen*, Chevron ¹⁰*would not waste / will not have wasted* its money as it is paying for the acquisition with shares.

Vocabulary check

1 Correct the adjectives in *italics* by adding or removing prefixes where necessary.

- One of the arguments that is often used against wind energy is that it is not only *uneconomical* but also extremely *reliable*.
- It is very hard to increase market share with products that are not *uncompetitive*.
- Although solar energy will only become *expensive* once cheaper solar panels are *available*, it does provide a source of energy that is *polluting*.

2 Choose the best options (A–C) to complete the sentences.

- The companies have formed a(n) _____ which fixes prices and production levels.
A monopoly B cartel C agreement
- The products have been designed for the _____ and will be sold worldwide.
A mass market B niche market C stock market
- Companies can protect their markets by creating barriers _____.
A to enter B to entry C of entrance
- Another word for stocks and shares is _____.
A capitals B accounts C equities
- The advantage of _____ energies is that the reserves they consume can be replaced.
A renewable B fossil fuel C electrical
- They've bought another two million shares, giving them a 20% _____ in the company.
A stock B stake C part

Career skills

Problem-solving

Match the questions with the responses.

- So, how are things going with the modifications?
 - What seems to be holding things up?
 - What's the best way to fix this?
 - So, how did it go?
 - Are you still on schedule?
- a There have been some minor delays but nothing too serious.
b Well, if the worst comes to the worst, we may have to rewrite the entire program.

- c Not that well, actually. I got stuck in traffic and missed my flight.
d The delay is because we don't have authorisation.
e Couldn't be better. We've just got two more to finish.

Making a presentation

Complete the extracts from a presentation with the following phrases.

moving on in brief in other words
sum up for instance as you can see

Our company has always had a reputation for inventiveness – ¹_____, we were the first to develop a viable biodegradable alternative to plastic. And we're an innovative company, ²_____, we're the type of organisation that responds to challenges by finding original solutions.

Before ³_____ to the next point, I'd like to say a few words about our financial performance – ⁴_____ from this slide, we've increased our profit margins for the last year by 1.5 per cent.

Before I conclude this talk, I'm going to ⁵_____ the main points that I have mentioned here this morning: ⁶_____ we're young, we're dynamic and, most important of all, we're profitable.

Handling conflict

Put the dialogue in the correct order.

- a But you've known about it for ages.
 a But people are still saying the colours are wrong.
 a Well, not if it's going to ruin our sales!
 a I don't think I can get things ready in time.
 b Listen. I know we don't see eye to eye on this, but it is just a minor detail. Right?
 b Well, you'll just have to, whether you like it or not.
 b Oh, please, let's keep things in perspective! It's a good product, people like it and it will sell. Stop worrying!
 b Well, we can't change them now. So there's no point discussing it any further.

Career skills, page 58, Briefing

- 1 e 2 d 3 b 4 c 5 a

Career skills, page 58, Storytelling

- 1 Guess what happened
- 2 in the end
- 3 to cut a long story short
- 4 You'll never believe this
- 5 it turned out

Review 3: Answers

Language check, page 83, The passive

- 1 is to be introduced
- 2 are not being given
- 3 will be reached; will be withdrawn
- 4 correct
- 5 must be produced
- 6 had not been informed
- 7 be asked
- 8 correct
- 9 has been damaged
- 10 may be forced; are awarded

Language check, page 83, Adjectives and adverbs

- 1 surprisingly little 2 highly sophisticated
- 3 particularly difficult 4 much cheaper
- 5 directly operated 6 clearly demonstrated

Language check, page 83, Emphasis

- 1 Never have I seen a company's shares collapse as fast as this.
- 2 Rarely are private investors able to match the performance of professional fund managers.
- 3 On no account should investors concentrate all their shareholdings in one business sector.
- 4 What I'd like to focus on today is how to identify stock market opportunities.
- 5 It's the return on an investment that is the most important thing in the long run.
- 6 What has always interested me most is the psychology of investors.

Language check, page 83, Consolidation

- 1 has sued 2 highly 3 was forced
- 4 casually 5 was brought 6 earlier
- 7 was awarded 8 No sooner 9 being felt
- 10 not only

Vocabulary check, page 84 1

Law	Brands	Investment
case	image	entrepreneur
judge	target	dividends
damages	identity	risk
sue	publicity	portfolio
verdict	promotional	bonds

Vocabulary check, page 84 2

- 1 risks 2 image 3 entrepreneurs
- 4 publicity 5 sued 6 judge(s)
- 7 damages 8 identity 9 cases
- 10 target

Career skills, page 84, Negotiating

- How much are you selling your camera for?
- I'm asking £500 for it.
- That's much too expensive for me.
- Is it? Well, what price are you prepared to pay then?
- I suppose I could go to £300.
- £300! No way, but I'd consider £400.
- That's a good compromise - you've got a deal!

Career skills, page 84, Dealing with people at work

- 1 Let's ~~to~~ work on this together.
- 2 ... it just needs a few minor changes.
- 3 I wanted to tell you before anyone else ~~more~~ does.
- 4 ... but it's not what we need ~~have~~ right now.
- 5 We're all ultimately working towards a ~~the~~ same thing.

Career skills, page 84, Prioritising

- 1 d 2 a 3 e 4 b 5 c

Review 4: Answers

Language check, page 109, Conditionals

- 1 had used 2 would have saved
- 3 keep 4 will start
- 5 didn't own 6 would have to
- 7 were 8 would make
- 9 wouldn't / won't waste 10 would / will save

Language check, page 109, Future forms

- 1 will go
- 2 intends
- 3 will
- 4 opens, will have become
- 5 will be asking
- 6 will erode

Language check, page 109, Time clauses

- 1 When 2 After 3 As soon as
- 4 Whenever 5 until 6 while

Language check, page 109, Consolidation

- 1 when 2 will rise
- 3 are 4 will continue
- 5 start 6 Before
- 7 didn't buy 8 wouldn't be able
- 9 fall 10 will not have wasted

Vocabulary check, page 110 1

- 1 unreliable
- 2 competitive
- 3 inexpensive, non-polluting