12 That music is so ____________

11 Don’t ___________ me!

10 Oh gosh I __________ coffee all over my notebook computer.

9 Who is _____________ for this year’s budget?

7 Stop these phones _____________!

6 I can ________________ it into almost any language.

5 My _____________ is that sales will increase.

4 Did you hear the ___________?

3 Is this your ________________?

2 ________ it before you go home!

1 Decreasing sales are not ___________!

11 Don’t ___________ me!

10 Oh gosh I __________ coffee all over my notebook computer.

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5 My _____________ is that sales will increase.

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3 Is this your ________________?
Elements of common work conversations answers

1. acceptable
2. Finish
3. signature
4. gossip
5. prediction
6. translate
7. ringing
8. urgently
9. responsible
10. spilt
11. interrupt
12. annoying