

Choose the best word to complete each conversation. Then match 8 of the words to the pictures that illustrate their meanings.

1. A: Let's _____ some ideas for the new project.
B: Sounds like a good idea.

- A. create B. brainstorm**
C. think D. do

2. A: I think we should _____ with the client before starting the new project.
B: I agree. We need to make sure we're on the same page.

- A. converse B. consult**
C. debate D. discuss

3. A: Here are the _____ of my research for this project.
B: Great work! Let's go over them.

- A. results B. process**
C. details D. information

4. A: We need to _____ the plan. We have to do it again.
B: Why? What's wrong?

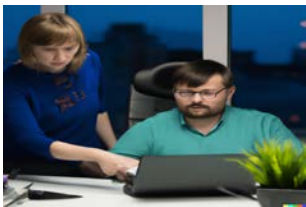
- A. change B. edit**
C. create D. revise

5. A: We need to get started ASAP.
B: I agree. We're already behind _____.

- A. schedule B. time**
C. budget D. goals

6. A: I'm almost done with my _____ of the presentation.
B: Excellent! I can't wait to see it.

- A. item B. part**
C. segment D. area



1 _____



2 _____



3 _____



4 _____



5 _____



6 _____



7 _____



8 _____

7. A: I don't think I'm _____ for this type of work. It's very different from what I've done before.
B: Don't worry. I'm sure you can handle it.

- A. qualified B. good**
C. smart D. experienced

8. A: I have a lot of _____ with this type of project.
B: Great! We need help from people who have done this kind of work before.

- A. skills B. worked**
C. done D. experience

9. A: We're very excited to _____ our new project!
B: We've been waiting for this!

- A. start B. create**
C. develop D. announce

10. A: We're _____ to making this project a success!
B: We know you are. We're behind you all the way.

- A. determined B. invested**
C. committed D. enthusiastic

11. A: What are the _____ associated with the project?
B: We need to consider the possibility of failure.

- A. risks B. rewards**
C. benefits D. deadlines

12. A: What are the _____ of the project?
B: We want to increase customer satisfaction and also, we need to increase profits.

- A. statistics B. goals**
C. results D. impacts

Answers

1. A: Let's **brainstorm** some ideas for the new project.
B: Sounds like a good idea.
2. A: I think we should **consult** with the client before starting the new project.
B: I agree. We need to make sure we're on the same page.
3. A: Here are the **results** of my work on the new project.
B: Great work! Let's go over it.
4. A: We need to **revise** the plan for the new project. We have to do it again.
B: Why? What's wrong?
5. A: We need to get started on the new project ASAP.
B: I agree. We're already behind **schedule**.
6. A: I'm almost done with my **part** of the new project.
B: Excellent! I can't wait to see it.
7. A: I don't think I'm **qualified** for the new project.
B: Don't worry. I'm sure you can handle it.
8. A: I have **experience** with this type of project.
B: That's great! We need all the help we can get.
9. A: We're excited to **announce** our new project!
B: We've been waiting for this!
10. A: We're **committed** to making this project a success!
B: I know you are. I'm behind you all the way.
11. A: What are the **risks** associated with the project?
B: We need to consider the possibility of failure.
12. A: What are the **goals** of the project?
B: We want to achieve X, Y, and Z.

Pictures

1. consult 2. committed 3. results 4. revise 5. announce 6. risks 7. goals 8. brainstorm