

LESSON PREPARATION

ADVANCED UNIT FOURTEEN

VOCABULARY AND EXPRESSION BUILDERS

Personal Marketing Vocabulary

To ace To do well

He really aced the presentation.

Interrogation Questioning

He was interrogated in the presentation.

Mode of communication Way to communicate

The mode of communication is through the net.

Reflect on Think about

You should reflect on the results.

Needless to say It is obvious

Needless to say, I think we should start the meeting.

Suitable Appropriate

Do you think the new logo is suitable?

Clad Dressed

He is well clad.

Rest assured It is guaranteed

Rest assured we will finish on time.

Hint an idea

He hinted he was leaving.



SPEAKING ENGLISH

Sentences

I have been following the status quo ever since the shakeup.

The fiscal situation of the company seemed to indicate the problems were prior to the merger.

The chair announced a new executive manager for the company.

The turnover increased after the power house manager started.

TECHNIQUE BUILDERS (UK versus USA English)

Bear bore born He bore all the responsibilities.

Plead pled pled (pleaded) He had already pled in court.

Prove Proved Proven He will have proven him right.

Quit quit quit He had quit twice that year.

Bid bid bid He bid on the project.

Ring Rang Rung He had wrung the bell.

Shine shone shone The screen shone bright.

Seek sought sought They sought for a solution.

Slide slid slid They had slid down the stairs.

Stand stood stood He stood there.

Blow Blew Blown Jack blew the horn of his car.

Catch caught caught He caught a cold on the trip.

WRITING ENGLISH BUILDERS

Expressions

To take the plunge To commit knowing there is a risk of failure.

He took the plunge and signed on for the project.

eyes glaze over To not pay attention.

His eyes were glazing over during the presentation.