

BUSINESS ENGLISH EXPRESSIONS

Business vocabulary tends to be very picturesque and amusing, with lively images of economic situations, such as 'ailing economy', 'monkey business' and 'touch base'. When dealing with such expressions, you need to be careful with their use and absolutely sure in their meaning, otherwise you might offend someone or its misuse can cost you your job. Therefore it is advisable to learn them with their collocations, i.e. which words accompany them and in which context, so you can use them freely. Test your knowledge of some of these expressions in the following exercises and learn the new ones.

A What word goes best with these verbs?

- 1) **open** a) a market b) a competitor c) a new branch
- 2) **set up** a) a room b) a customer c) a meeting
- 3) **face** a) a room b) competition c) a factory
- 4) **book** a) a room b) a deal c) a factory
- 5) **break into** a) a market b) a competition c) a deal
- 6) **make** a) competition b) a deal c) a room
- 7) **foot** a) the details b) a press statement c) the bill
- 8) **see** a) an opportunity b) the room c) a decision
- 9) **consider** a) the competitor b) the options c) a good year ahead
- 10) **offer** a) a press statement b) a range of products c) the details
- 11) **issue** a) a good year ahead b) a press statement c) an opportunity
- 12) **predict** a) a good year ahead b) the options c) a press statement
- 13) **achieve** a) a decision b) new heights c) the options
- 14) **impose** a) a decision b) the options c) an opportunity

Key: 1c, 2c, 3b, 4a, 5a, 6b, 7c, 8a, 9b, 10b, 11b, 12a, 13b, 14a

B) Choose the correct phrases.

1. We've lost the contract thanks to your incompetence. You really, didn't you?
 - a) **sent it back to the drawing board**
 - b) **bottlenecked it**
 - c) **bottomed it**
 - d) **blue it**
 - e) **blew it**
2. However, the same product sold really well in Germany. As they say there, it
 - a) **back to the drawing board**
 - b) **bottlenecks**
 - c) **bottom line**
 - d) **blue collar**
 - e) **went like a bomb**
3. We thought this time things were going to be better. Losing the contract was to swallow.
 - a) **bottom line**
 - b) **blue collar**
 - c) **a bitter pill**
 - d) **a drawing board**
 - e) **blow-by-blow**
4. There are many reasons why this should be a success. However, the is that it has been a big flop.
 - a) **bottom line**
 - b) **the drawing board**
 - c) **bottlenecks**
 - d) **blow-by-blow**
 - e) **a bitter pill**
5. I'd be better off quitting my legal job and doing jobs for cash. The is the only way to make money these days.
 - a) **blow-by-blow**
 - b) **better pill**
 - c) **bottlenecks**
 - d) **black economy**
 - e) **bottom line**
6. She used to work on the factory floor. In other words, she really started out as a worker.
 - a) **blue collar**
 - b) **black economy**
 - c) **bottlenecks**
 - d) **bottom line**
 - e) **blow-by-blow**
7. Our production has been unable to keep pace with demand. We are doing our best to eliminate the
 - a) **blow-by-blow**
 - b) **bottlenecks**
 - c) **blew it**
 - d) **a bitter pill**
 - e) **going back to the drawing board**
8. You'll have to start again on this one -it's time to go
 - a) **blow-by-blow**
 - b) **blew it**
 - c) **black economy**
 - d) **bombed**
 - e) **back to the drawing board**
9. Don't leave out any details. The director wants a full..... account of what happened in the meeting.
 - a) **blow-by-blow**
 - b) **white collar**
 - c) **black economy**
 - d) **bombed**
 - e) **drawn**

Key: 1e, 2e, 3c, 4a, 5d, 6a, 7b, 8e, 9a



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