

2.1

Fill the gaps with a preposition.

Example:

I work*in*..... accountancy.

- 1 I work a large company in the US.
- 2 I'm responsible training.
- 3 I'm in charge the marketing department.
- 4 I work Belgium.
- 5 I work closely my colleagues in Russia.

2.2

Write one word to complete the following sentences. The first letter has been given to help you.

Example: I*train*..... people to use computers.

- 1 When I travel I always *m*..... a lot of people.
- 2 I work for a large *o*.....
- 3 I always *d*..... problems with my boss.
- 4 I usually *c*..... by telephone.
- 5 I *m*..... a team of six people.

2.3

Complete the dialogue with a word from the box.

bye	put	calling	connecting
could	moment	just	talk
	for	name	help

Good morning. How can I*help*..... you?
 Hello. (1) I speak to Pierre Chapuis, please?
 Who's (2) , please?
 My (3) is Stephen Kelly.
 Just a (5) , I'll (5) you through.
 Thanks.
 (6) you now.
 Hello, Pierre Chapuis.
 Hello, Pierre, it's Stephen. I'm (7) calling to tell you I have finished the report. I'll bring it with me when I visit next week.
 Ok, great. Thanks (8) calling.
 (9) to you next week. (10)

Test mark /20