

12 BUSINESS MATTERS

LESSON A • Entrepreneurs

1 Vocabulary

- | | |
|------------|-----------|
| 1. for | 4. around |
| 2. off | 5. on |
| 3. against | 6. toward |

2 Grammar

- | | | | |
|--------|--------|--------|--------|
| 1. Yes | 3. Yes | 5. Yes | 7. Yes |
| 2. Yes | 4. No | 6. No | 8. Yes |

3 Grammar

Possible answers

1. Had the woman not answered the ad, she'd never have become a veterinary assistant.
2. Had the couple not gotten the cat, they wouldn't have had so many kittens at home.
3. Had the man not entered the speech contest, he wouldn't have won first prize.
4. Had the woman not taken the class, she wouldn't have started her own business.
5. Had the man not taken a number, he would never have been served.
6. Had the woman not seen the sale sign, she wouldn't have bought her new laptop.

4 Writing

A Sentences that do not belong:

It is very kind of you to read this letter.

In fact, you have probably never had a candidate as qualified as I am!

None of my current colleagues wants me to leave.

B Answers will vary.

C Answers will vary.

LESSON B • The new worker

1 Grammar

- | | |
|-------------------|-------------------|
| 1. Assuming that | 4. Supposing that |
| 2. Whether or not | 5. Whether or not |
| 3. Provided that | |

2 Grammar

Possible answers

1. I would probably accept it, too, provided that the benefits were also good.
2. On the condition that I didn't live too far away, I wouldn't mind commuting to work.
3. I would go a year without a raise, assuming that I had a chance of promotion later.
4. Supposing that the company were reorganizing and everyone were changing position, I would accept a demotion.
5. I wouldn't speak up against my boss, whether or not I disagreed with her.
6. I agree it's OK to lend a family member money to start a business provided that they were able to prove they could repay it.

3 Grammar

Answers will vary.

4 Vocabulary

Answers will vary.

5 Reading

- A 1. 20 percent 2. None

B Possible answers

1. Engaged employees are significantly more productive, drive higher customer satisfaction, and outperform less engaged workers.
2. The four core needs are physical, emotional, mental, and spiritual.
3. Office environments should be safe, comfortable, and appealing to work in. In addition, they should include a range of physical spaces, offer healthy, high quality food at low prices, create places for employees to rest and renew, and provide a well-equipped gym.
4. Employees not only receive regular feedback but also have the chance to provide feedback to their supervisors.