

Answer key

LANGUAGE WORK

1 Communication

Vocabulary

A

2 c 3 a 4 b 5 c 6 c 7 a

B

2 c 3 c 4 a 5 d 6 b

C

1 tell	6 tell
2 tell	7 say
3 tell	8 tell
4 say	9 say
5 tell	10 say

D

1 tell
2 say
3 told
4 tell
5 say
6 told

Language review

A

2 bush
3 purposes
4 grapevine
5 end... stick
6 head... tail
7 brick wall

B

1 to keep someone in the loop
2 to get it straight from the horse's mouth
3 to come straight to the point
4 to put somebody in the picture
5 to be on the same wavelength

C

2 get straight to the point
3 kept in the loop
4 got it straight from the horse's mouth
5 are on the same wavelength

D

2 b 3 a 4 a 5 d

E

2 was at a loss for words
3 give me the low-down
4 air their views
5 dropped a hint

Writing

A

The words in *italics* are used to
c) contrast cases.

B

Sentences 1, 4 and 5 use linkers correctly.

C Sample answers

- Even though the talk was extremely interesting, I left the room after a couple of minutes.
or
Even though the talk was awfully boring, I sat through it.
- Despite the fact that he knew he was wrong, he refused to admit it.
- I felt alert throughout the meeting in spite of my tiredness.
or
I felt sleepy throughout the meeting because of my tiredness.

D

- to beat about the bush = to delay talking about the most important part of a subject
- bearish = the stock market is said to be bearish when prices are expected to fall, and people sell a lot of shares as a result
- to waffle = to talk a lot without making any clear or important points
- a flop = a failure
- scarcity = if there is a scarcity of something, there is not enough of it

E Sample answer

Mr C. Talle, Head of HR
Subject: Communication skills training course

Dear Mr Talle,
I should like to attend a Communication & People Skills course organised by our local college. The course is from 7 to 13 October and the fee is £650.
I believe this seminar would contribute enormously to my professional development and would ultimately benefit the whole department, as the main focus is on interpersonal skills.
I would be very grateful if you could enable me to get financial support from our Staff Development Scheme. Thank you for considering my request.
With best wishes,
[your name or initials]

2 International marketing

Vocabulary

A

2 marketing strategy
3 product portfolio
4 brand identity
5 market segmentation
6 customer retention

B

2 b 3 d 4 a 5 b 6 c 7 b 8 d

Motifs Fifth Edition Manual Answer Key

K Morrison



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Table of Contents Motifs Fifth Edition Manual Answer Key

1. Understanding the eBook Motifs Fifth Edition Manual Answer Key
 - The Rise of Digital Reading Motifs Fifth Edition Manual Answer Key
 - Advantages of eBooks Over Traditional Books
2. Identifying Motifs Fifth Edition Manual Answer Key
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Motifs Fifth Edition Manual Answer Key
 - User-Friendly Interface
4. Exploring eBook Recommendations from Motifs Fifth Edition Manual Answer Key
 - Personalized Recommendations
 - Motifs Fifth Edition Manual Answer Key User Reviews and Ratings
 - Motifs Fifth Edition Manual Answer Key and Bestseller Lists
5. Accessing Motifs Fifth Edition Manual Answer Key Free and Paid eBooks

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 - Interactive Elements Motifs Fifth Edition Manual Answer Key
- 8. Staying Engaged with Motifs Fifth Edition Manual Answer Key
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Motifs Fifth Edition Manual Answer Key
- 9. Balancing eBooks and Physical Books Motifs Fifth Edition Manual Answer Key
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Motifs Fifth Edition Manual Answer Key
- 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
- 11. Cultivating a Reading Routine Motifs Fifth Edition Manual Answer Key
 - Setting Reading Goals Motifs Fifth Edition Manual Answer Key
 - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Motifs Fifth Edition Manual Answer Key
 - Fact-Checking eBook Content of Motifs Fifth Edition Manual Answer Key
 - Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development

- Exploring Educational eBooks

14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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